



**PURCHASE ORDER**  
**DSWD MIMAROPA Region**  
 Entity Name

Supplier: <b>JOMASHA AIRCONDITIONING &amp; REFRIGERATION SUPPLIES AND SERVICES</b>	P.O No. <b>2025-03-0095</b>
Address: <b>4A Aquho St., North Signal Village, Taguig City</b>	Date <b>March 12, 2025</b>
TIN: <b>237-391-499-000</b>	Mode of Procurement: <b>NP-SVP</b>

Gentlemen:  
 Please furnish this Office the following articles subject to the terms and conditions contained herein

Place of Delivery: <b>DSWD Field Office MIMAROPA (1680 F.T. Benitez cor. Mabrar Sis., Malate, Manila)</b>	Delivery Term: <b>Full Term</b>
Date of Delivery: <b>(Quarterly) upon receipt of approved Purchase Order (PO)</b>	Payment Term: <b>15-30 days upon final inspection</b>

Stock/Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	lot	<b>SERVICE PROVIDER FOR THE PREVENTIVE MAINTENANCE OF AIR-CONDITIONING UNITS AT DSWD FIELD OFFICE MIMAROPA FOR CY-2025</b>			
	unit	CEILING MOUNTED TYPE AIR-CONDITIONING UNIT	1	1,000.00	4,000.00
	unit	FLOOR MOUNTED TYPE AIR-CONDITIONING UNIT	4	1,000.00	16,000.00
	unit	WALL MOUNTED/ SPLIT-TYPE AIR-CONDITIONING UNIT	23	750.00	69,000.00
	unit	WINDOW TYPE AIR-CONDITIONING UNIT	32	500.00	64,000.00
<p><b>SCOPE OF WORK:</b></p> <ol style="list-style-type: none"> <li>General cleaning of fan coil and condensing unit with use of pressure washer and cleaning detergent</li> <li>Calibrate all electrical terminals and the like</li> <li>Lubricate all motors, bearing and other moving parts</li> <li>Check operating data such as amprage, voltage temp.</li> <li>Overall check-up of the system for possible system defect</li> <li>Flushing of drain line to prevent clogging of the system</li> <li>Check condition of the thermostat</li> <li>Engineering &amp; technical supervision correction and preventive measure be provided</li> <li>Free trouble call during preventive period</li> </ol> <p><b>Inclusions:</b></p> <ul style="list-style-type: none"> <li>&gt; Supply of capacitor &amp; freon</li> <li>&gt; Minor repair</li> </ul> <p><b>Note:</b> Submission of technical report every cleaning and check-up</p> <p><b>Period Cover:</b> January - December 2025  <b>Terms of Payment:</b> Government Procedure  <b>Billing Period:</b> March, June, Septembert &amp; November        &gt;&gt;&gt;&gt; NOTHING FOLLOWS &lt;&lt;&lt;&lt;&lt;</p> <p><b>Note:</b> This will serve as the Notice to Proceed</p> <p>Approved Budget for the Contract: Php204,400.00          PR No.: 2025-02-0129          Purpose: Service Provider for the Preventive Maintenance of Air-conditioning Units at DSWD Field Office MIMAROPA for CY-2025          Prepared by: Dave T. Corcoro</p>					
<b>(Total Amount in Words) One Hundred Fifty-Three Thousand Pesos Only</b>					<b>153,000.00</b>

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed on the undelivered item/s.

Conforme: *[Signature]*  
**MARITISS B. SANTELICES**  
 Signature over Printed Name of Supplier  
 Date: *2/11/25*

Very truly yours, *[Signature]*  
**LEONARDO C. REYNOSO, CESO III**  
 Signature over Printed Name of Authorized Regional Director

Fund Cluster: **1**  
 Funds Available: *719,000*  
*[Signature]*  
**REYNOLD WILBERT L. TONGDOY**  
 Signature over Printed Name of Accountant III Head, Accounting Section

ORS/BURS No.: *2025-03-1182*  
 Date of the ORS/BURS: *MARCH 31, 2025*  
 Amount: *153,000.00*

## NOTICE OF AWARD

Date: 10 MAR 2025

**MS. MARITNESS B. SANTELICES**


Proprietor  
JOMASHA AIRCONDITIONING & REFRIGERATION  
SUPPLIES AND SERVICES  
4A Aguho St., North Signal Village, Taguig City

Dear Ms. Santelices:

We are pleased to inform you that the RFQ No. 2025-02-0129 for the "Service Provider for the Preventive Maintenance of Air-conditioning units at DSWD Field Office MIMAROPA for CY-2025" is hereby awarded to you as the "Lowest Calculated and Responsive Bid" at a Contract Price equivalent to One Hundred Fifty-Three Thousand Pesos Only (Php 153,000.00).

Please signify your conformity by signing below and transmitting a signed copy to us.

Very truly yours,

  
**LEONARDO C. REYNOSO, CESO III**  
Regional Director  
Head of the Procuring Entity

Conforme:   
**MARITNESS B. SANTELICES**

(Signature over Printed Name of Bidder's Authorized Representative)

**JOMASHA AIRCONDITIONING & REFRIGERATION SUPPLIES AND SERVICES**

Date: 2/21/25