



PURCHASE ORDER
DSWD MIMAROPA Region
 Entity Name

Supplier: DRTECH OFFICE EQUIPMENT REPAIR AND MAINTENANCE SERVICES P.O. No. 2025-03-0097
 Address: Brgy. Luzviminda, Puerto Princesa City, Palawan Date March 12, 2025
 TIN: 481-655-267-000 Mode of Procurement NP-SVP

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

Place of Delivery: SWADT Palawan Office (Rizal Ave. ext. cor. P. Abrea Rd., Brgy. Bancap-Bancao, PPC, Palawan) Delivery Term: Full Term
 Date of Delivery: (Quarterly) upon receipt of approved Purchase Order (PO) Payment Term: 15-30 days upon final inspection


Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	lot	SERVICE PROVIDER FOR THE PREVENTIVE MAINTENANCE OF AIR-CONDITIONING UNITS OF SWADT PALAWAN OFFICE FOR CY-2025 (QUARTERLY)			
	unit	WALL MOUNTED/ SPLIT TYPE AIR-CONDITIONING UNIT	6	875.00	21,000.00
	unit	WINDOW TYPE AIR-CONDITIONING UNIT	16	500.00	32,000.00
		SCOPE OF WORK: 1. General cleaning of fan coil and condensing unit with the use of pressure washer and cleaning detergent 2. Calibrate all electrical terminals and the like 3. Lubricate all motors, bearing and other moving parts 4. Check operating data such as amprhage, voltage temp. 5. Overall check-up of the system for possible system defect 6. Flushing of drain line to prevent clogging of the system 7. Check condition of the thermostat 8. Engineering & technical supervisory correction and preventive measure be provided 9. Free trouble call during preventive period Inclusions: > Supply of capacitor & freon > Minor repair Note: Submission of technical report every after cleaning and check-up Period Cover: January - December 2025 Terms of Payment: Government Procedure Billing Period: March, May, August & November >>>> NOTHING FOLLOWS <<<<< Note: This will serve as the Notice to Proceed Approved Budget for the Contract: Php57,600.00 PR No.: 2025-02-0134 Purpose: Service Provider for the Preventive Maintenance of Air-conditioning Units at SWADT Palawan Office for CY-2025 Prepared by: Dave T. Corcoro			53,000.00

(Total Amount in Words) **Fifty-Three Thousand Pesos Only** **53,000.00**

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

Bryan H. Bastida
 Signature over Printed Name of Supplier
 March 24, 2025
 Date

Very truly yours

LEONARDO C. REYNOSO, CESO III
 Signature over Printed Name of Authorized
Regional Director

Fund Cluster : 1
 Funds Available: 53,000

REYNOLD WILBERT L. TONGDO
 Signature over Printed Name of Accountant II/ Head, Accounting Section

ORS/BURS No. : W25-03-1184
 Date of the ORS/BURS: MARCH 14, 2025
 Amount : 53,000.00

NOTICE OF AWARD

Date: 10 MAR 2025

MR. BRYAN H. BASTIDA

Proprietor

DRTECH OFFICE EQUIPMENT REPAIR AND
MAINTENANCE SERVICES

Brgy. Luzviminda, Puerto Princesa City, Palawan

Dear **Mr. Bastida:**

We are pleased to inform you that the **RFQ No. 2025-02-0134** for the "Service Provider for the Preventive Maintenance of Air-conditioning units at SWADT Palawan Office for CY-2025" is hereby awarded to you as the "Lowest Calculated and Responsive Bid" at a Contract Price equivalent to **Fifty-Three Thousand Pesos Only (Php 53,000.00)**.

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:



Bryan H. Bastida

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

DRTECH OFFICE EQUIPMENT REPAIR AND MAINTENANCE SERVICES

Date: March 24, 2025



PhilGEPS

Philippine Government Electronic Procurement System

Central Portal for
Philippine Government
Procurement Opportunities

Award Notice Abstract (Ref No.: 5455106)

Status: Updated

<p>Reference Number: 11815676</p> <p>Control Number: 2025-02-0134</p> <p>Bid Notice Title: 2025-02-0134 - Service provider for the preventive maintenance of air-conditioning units of Palawan for CY 2025</p> <p>Approved Budget: Php57,600.00</p> <p>Procurement Mode: Negotiated Procurement - Small Value Procurement (Sec. 53.9)</p> <p>Classification: Goods - General Support Services</p> <p>Category: Airconditioning Maintenance Services</p> <p>Applicable Procurement Rules: Implementing Rules and Regulations</p> <p>Funding Source: Government of the Philippines (GOP)</p> <p>Funding Instrument: General Appropriations Act</p> <p>Location: Palawan</p> <p>Contract Duration: 10 Month/s</p> <p>Contact Person: Harvy Calabio</p> <p>Created By: Harvy Calabio</p>	<p>DEPARTMENT OF SOCIAL WELFARE AND DEVELOPMENT - REGION IV-B 1680 Benitez corner Malvar St. Malate, Manila Manila Metro Manila, NCR, Philippines</p> <p style="text-align: center;">Airconditioning Maintenance Services</p> <p>Awardee : DRTECH OFFICE EQUIPMENT REPAIR AND MAINTENANCE SERVICES</p> <p>Address : NATIONAL HIGHWAY BRGY LUZVIMINDA Puerto Princesa City Palawan, Region IV-B, Philippines</p> <p>Contact Person : BRYAN HERNANDEZ BASTIDA</p> <p>Designation : OWNER</p> <table border="1" style="width: 100%;"> <thead> <tr> <th colspan="3">Line Item</th> </tr> <tr> <th>#</th> <th>Product/Service/Project Name</th> <th>Budget</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Airconditioning Maintenance Services, Service provider for the preventive maintenance of air-conditioning units of Palawan for CY 2025, 72101511, 1, Lot</td> <td>Php57,600.00</td> </tr> </tbody> </table> <p>Reason for Award : Lowest calculated and responsive quotation.</p>	Line Item			#	Product/Service/Project Name	Budget	1	Airconditioning Maintenance Services, Service provider for the preventive maintenance of air-conditioning units of Palawan for CY 2025, 72101511, 1, Lot	Php57,600.00	<p>Award Type: Award Notice</p> <p>Contract Amount: Php53,000.00</p> <p>Award Date: 10-Mar-2025</p> <p>Publish Date: 27-Mar-2025</p> <p>Date Last Updated: 27-Mar-2025</p> <p>Contract Number: 2025-03-0097</p> <p>Proceed Date: 24-Mar-2025</p> <p>Contract Effectivity Date: 24-Mar-2025</p> <p>Contract End Date: 31-Dec-2025</p> <p>Created By: Harvy B. Calabio</p> <p>Date Created: 27-Mar-2025</p> <p>Approver: Harvy B. Calabio</p> <p>View Documents: 4</p>
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