



**PURCHASE ORDER**

SUPPLIER: **TOP PREMIERE ENTERPRISE**  
ADDRESS: 1918 PIY MARGAL ST. SAMPALOC, MANILA

P.O. No.: 2021-11-238  
DATE: NOV. 29, 2021

TIN: \_\_\_\_\_  
Gentlemen: \_\_\_\_\_  
MODE OF PROCUREMENT: NP: SMALL VALUE PROCUREMENT

Please furnish this Office the following article(s) subject to the terms and conditions contained herein.

Place of Delivery: ATI, Diliman, Quezon City		Delivery Terms: 7 WORKING DAYS			
Date of Delivery:		Payment Term: LDDAP			
STOCK NO.	UNIT	DESCRIPTION	QTY	UNIT COST	TOTAL COST
	unit	Supply of labor and materials for the repair of air conditioning units at Serrano Hall ACU-1, 3TR Ceiling Mounted ACU, Koppel Brand, SN: KC250122 Supply & installation of new motor compressor Supply & installation of new filter drier Re-wiring and re-tubing of motor compressor side Leak test and leak brazing Flushing of refrigerant system using freon gas 141b Flushing of refrigerant system using nitrogen gas Vacuuming and recharging of freon gas Testing and observation	1	₱	105,000.00
	unit	ACU-2, 5TR Ceiling Mounted ACU, Koppel Brand, SN: AG293002 Supply & installation of new motor compressor Supply & installation of new filter drier Re-wiring and re-tubing of motor compressor side Leak test and leak brazing Flushing of refrigerant system using freon gas 141b Flushing of refrigerant system using nitrogen gas Vacuuming and recharging of freon gas Testing and observation	1		
	unit	ACU-3, 5TR Ceiling Mounted ACU, Koppel Brand, SN: AG2930021 Supply and installation of pressure switch Leak test and leak brazing Flushing of refrigerant system using freon gas 141b Flushing of refrigerant system using nitrogen gas Vacuuming and recharging of freon gas Testing and observation	1		
	unit	ACU-4, 5TR Ceiling Mounted ACU, Koppel Brand, SN: AG293000 Installation of capacitor Mechanical rewinding of ACU fan motor Supply and mechanical installation of ACU bearing Re-oiling and re-shafting of fan motor Testing and observation	1		
Purpose: Supply of labor and materials for the repair of air conditioning units at Serrano Hall					

**TOTAL AMOUNT IN WORDS:** ONE HUNDRED FIVE THOUSAND PESOS ONLY ₱ 105,000.00

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

CONFORME: PAUL G. BECA Very truly yours, Andea  
Signature Over Printed Name of Supplier ROSANA P. MULA, PhD  
12/9/21 Date OIC-DIRECTOR IV

FUNDS AVAILABLE: \_\_\_\_\_  
OR/BUR No.: 2021-12-1297  
Amount: ₱ 105,000  
12-01-21

DEC 07 2021  
PAC Secretariat Office  
BY: FIL 8-48 XNI