



PURCHASE ORDER

SUPPLIER: **INDENTRADE SYSTEMS CORP.**
 ADDRESS: Clemente St. Paraiso St. Brgy. San Agustin,
 Novaliches, Quezon City

P.O. No.: 2022-09-177
 DATE: Sept. 27, 2022

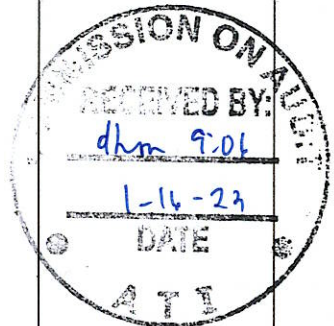
MODE OF PROCUREMENT: **NP-SMALL VALUE
 PROCUREMENT** *B*

Gentlemen:

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: **1 YEAR**
 Date of Delivery: _____ Payment Term: **LDDAP**

STOCK NO.	UNIT	DESCRIPTION	QTY	UNIT COST	TOTAL COST
	lot	SUPPLY OF LABOR AND MATERIALS FOR QUARTERLY PREVENTIVE MAINTENANCE AND CHECK-UP WORKS OF 1 UNIT 1000KVA CUMMINS GENSET MODEL FOR 1 YEAR Works to be done: 1. Check of cooling system (cleaning of air induction) 2. Check fuel system 3. Air induction and exhaust system 4. Checking and cleaning lube oil system 5. Check starting system 6. Check and cleaning of control panel 7. Testing generator without load 8. Testing generator with load 9. Conduct megger test 10. Manual start-up of generator set for test run and monitoring of parameter 11. Retightening of loose bolts at engine and alternator side 12. Provision of electrolytes 13. Provision of degreaser 14. Provision of rags and scrubs 15. Conduct initial audit inspection of equipment's working conditions 16. Submit corresponding reports and recommendations for validation 17. Provision of needed materials of spare parts for approval 18. Corrective actions noted for approval 19. Provides advance schedule of visits 20. Cleaning of generator room 21. Cleaning of oil tank 22. Performs minor repair and adjustments as per required PURPOSE: SUPPLY OF LABOR AND MATERIALS FOR QUARTERLY PREVENTIVE MAINTENANCE AND CHECK-UP WORKS OF 1 UNIT 1000KVA CUMMINS GENSET MODEL FOR 1 YEAR	1	₱ 15,000.00	₱ 60,000.00



TOTAL AMOUNT IN WORDS: **SIXTY THOUSAND PESOS ONLY** ₱ **60,000.00**

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 everyday of delay shall be imposed.

CONFORME:

XINIO B. DAYAWA
 Signature over Printed Name of Supplier
1/13/23
 Date

Very truly yours,
REMELYN R. RECOTER, MNSA, CESO III
 OIC-DIRECTOR IV

FUNDS AVAILABLE:

JOAN E. SINGSON
 CHIEF ACCOUNTANT

OR/BUR No.: 2022-09-1153
09-30-22
 Amount: **Php. 60,000**