



Republic of the Philippines
APO PRODUCTION UNIT, INC.
 PIA Building, Visayas Avenue, Brgy. VASRA,
 Quezon City, Metro Manila, Philippines 1128



PURCHASE ORDER NO.: 004869

Date: March 15, 2024

Supplier : **FREEMEN ENTERPRISES**
 Address : **39-A Maginhawa Balanti, Cainta, Rizal**
 TIN : **106-278-833-000**
 Mode of Procurement: _____

PR No. : **2024-2-000782**
 Date : **12-Feb-24**
 Job Order No. : _____

Gentlemen: **"SMALL VALUE PROCUREMENT"**
 Please furnish this Office the following articles, products, supplies/materials listed below, subject to the terms and condition contained herein:

Place of Delivery: _____ Payment Term: _____
 Date of Delivery: **APO QUEZON CITY** Delivery Term: **15 DAYS IN EVERY COMPLETED SERVICES RENDERED AND UPON SUBMISSION OF BILLING DOCS AND SIGNED ACCOMPLISHED REPORT**

| Description | Quantity | Unit | Unit Cost | Amount |
|---|----------|------|-----------|---------------------|
| PREVENTIVE MAINTENANCE AND GENERAL CLEANING SERVICES FOR ACU OF APO | | LOT | P | P 238,500.00 |
| SCOPE OF WORK: | | | | |
| <i>Preventive Maintenance/Gen. Cleaning of ACU</i> | | | | |
| <i>-The contract shall be effective for a period from April to Dec. 2024</i> | | | | |
| <i>Proposed Schedule of Services</i> | | | | |
| <i>1st Quarter Services: April 6&7, 2024; Apr. 13 & 14, 2024</i> | | | | |
| <i>2nd Quarter: June 29& 30, 2024; Jul 6&7, 2024</i> | | | | |
| <i>3rd Quarter: Sept. 14 & 15, 2024, Sept 28, & 29, 2024</i> | | | | |
| <i>4th Quarter: Dec. 14 & 15, 2024, December 28, 29, 2024</i> | | | | |
| Warranty | | | | |
| <i>The contractor warrants the services for a period of three months as per working condition's report.</i> | | | | |
| NOTE: This is included in the Revised APP of APU for CY 2023 | | | | |
| FOR: APO OFFICES | | | | |
| (Total Amount in Words) | | | | P 238,500.00 |

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.

Conforme:
 Signature over Printed Name of Supplier
 Date: 3-14-2024

FE B. DIMAYUGA
 Purchasing Manager

Very truly yours,
DAISY M. GALVADORES
 Authorized Official

Prepared by:
JOY M. PRINCIPE

Funds Available:
KRISTINE A. BALUYOT
 Chief Accountant

Approved by:
HERMAN EMILIANO M. MEDINA-CUE
 President
 General Manager