

**PHILIPPINE GUARANTEE CORPORATION
JOB ORDER**

Auto Shop/Supplier: Sun Valley Multipurpose Cooperative
 Address: 18 Sun Valley Drive, Barangay Sun Valley, Paranaque
 TIN: 004-678-564-000
 Telephone/Fax No: 8822-5456

J.O. No.: 21.11.0044
 Date: 11.3.2021
 PR Number: Memo Request
 Date: 9.23.2021

Please undertake the following job/repair in accordance with the following terms and conditions:

Particulars	Description	Quantity	Unit Cost	Amount
	GENERAL CLEANING AND REPAIR OF TWO (2) UNITS SPLIT TYPE AIRCONDITIONING UNIT LOCATED AT SERVER ROOM OF PHILGUARANTEE OFFICE BDO VALERO TOWER BUILDING			
	LABOR			
	Reprocess the system			
	General leak test and repair leaks			
	Flushing and vacuuming			
	Recharge with new refrigerant			
	Replace filter drier			
	Repair motorized valve			
	General cleaning (including descaling of tube-in-tube condensing unit			
	Initial start-up and observation			
	Check pressure/ampere reading			
	Make adjustment on A/C system if necessary			
	Mobilization/demobilization			
	Final run and turn-over			
	Total Labor			75,000.00
	12% VAT			VAT Inclusive

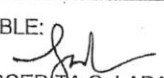
Total Amount in Words: ~~Eighty-Five Thousand Seven Hundred Fifty~~ Seventy pesos only

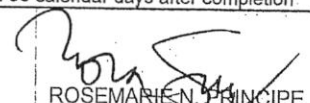
75,000.00

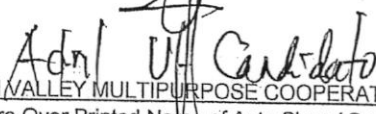
Equipment/property number:

Job Completion: 5-10 calendar days upon receipt of JO

Payment Term: 30 calendar days after completion

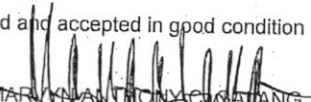
FUNDS AVAILABLE:

MERCEDITA C. LAPADA
 Vice President, Budget Management Department


ROSEMARIE N. PRINCIPE
 Authorized Official
 Vice President, Facilities and General Services Department

CONFORME:

SUN VALLEY MULTIPURPOSE COOPERATIVE
 Signature Over Printed Name of Auto Shop / Supplier / Date

JOB COMPLETION AND ACCEPTANCE

This is to certify that the job /repair as stated above has been satisfactorily completed and accepted in good condition


MARIANNE TRON LAGATANG
 Administrative Officer V - FMD