



Appendix 60

PURCHASE REQUEST 24-0053

Entity Name: Go	vernance Comn	nission For GOCCs	Fund Cluste	er: <u>01</u>	
Office/Section: AFO		PR No.: Responsibility Center Code :		Date: 15 July 2024	
Stock/ Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	Lot	Supply and Delivery of Appliances for GCG Extension Office - A	1		108,000.00
		Please see attached Terms of Reference			
		Nothing Follows			
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	Gi	ANCE COMMISSION FOR CALLAN			
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	R.A.	No. 1936 A Trust)		
	Fun	CHOO PROJECT COMI - PA	pendade	H	
	1 1	M) Machino	y & temp	ment	
		Furnix	ure 2 Fix	urc	
		10.101			
					108,000.00
D	Provision of appliances to the Chairperson Office, Commissioner A Office				
Purpose:	and Pantry at the newly leased GCG Extension Office - A				
	and I and I are notify today and a seed Emphasion and a seed and a				
	Requested by:		Appro	oved by:	<
Signature :	- (0)				
Printed Name :	nted Name: Jerame Pareja Raul T. Abad				
Designation:	Chief	Administrative Officer - Admin.		Director IV -	<u>AFO</u>

Form No.: 8.521.007.22

Rev. No.: 03

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TERMS OF REFERENCE

SUPPLY AND DELIVERY OF APPLIANCES FOR GCG EXTENSION OFFICE - A

I. BACKGROUND

The Governance Commission for GOCCs (GCG) intends to **procure appliances** for the Chairperson Office, Commissioner A Office and Pantry at the newly leased GCG Extension Office - A.

II. TERMS

- A. Unit price of individual items must not exceed Fifty Thousand Pesos Only (₱ 50,000.00).
- B. Inclusive of delivery charge.
- C. The supplier shall supply the products in recyclable packages.
- D. Seven (7) days replacement for manufacturer's defect based on manufacturer's standard.
- E. All items shall be delivered within ten (10) working days upon receipt of the Purchase Order.
- F. At least twelve (12) months warranty on parts and labor for all items.
- G. GCG shall be given twenty (20) working days upon submission of complete billing documents for payment processing.

III. TECHNICAL SPECIFICATIONS

A. 6.6 cu. Ft. Two-Door Refrigerator - Three (3) units

- Dimension: At least 130 (H) cm
- No Frost Inverter
- · Spill-proof tempered glass shelves or wire shelves
- At least Energy Star 4.0
- · Products do not contain "controlled refrigerants"

B. Two-Door Refrigerator, 8.1 - 10.4 cu. ft. - One (1) unit

- Dimension: At least 160 (H) cm
- No Frost Inverter
- · Spill-proof tempered glass shelves or wire shelves
- At least Energy Star 5.0
- Products do not contain "controlled refrigerants"

C. Oven Toaster - Four (4) units

- 10 liters capacity (min.)
- 30-minute timer with bell ring (min.)
- 100-250 °C temperature
- Material: Stainless-steel or Matte Body Finish



D. Microwave Oven - Four (4) units

- 20 liters capacity
- Digital control pane or mechanical knob
- Wattage: 600-1000 Watts

E. Coffee Maker - Three (3) units

- 1.5 liters capacity
- Water tank with water level indicator
- Removable washable filter
- Auto-Drip
- Auto keep warm
- Thermo-glass Carafe

Prepared by:

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Supervising Administrative Officer – Administrative Division

Noted by:

JERAMEL PAREJA

Chief Administrative Officer – Administrative Division

Approved by:

RAUL T\ ABAD

Director IV - Administrative and Finance Office

GCG Receipt gate: Meiller Motal
PMD Receipt gate: 14 Oct. 2024