



Appendix 60

**PURCHASE REQUEST**

21-0011

Entity Name: GCG

Fund Cluster:

Office/Section : Admin.		PR No.:		Date: March 31, 2021	
		Responsibility Center Code : _____			
Stock/ Property No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	Lot	<b>General Office Repair</b>	<b>1</b>		
		1 Dismantling of 2 units split type aircon			<b>29,000.00</b>
		Scope of Work:			
		Removal of 2 units split type aircon including piping system			
		Restoration of the acoustic ceiling board			
		2. Repair of 2 units Koppel split type aircon located at CGO-A Director's room and Legal's room			<b>95,000.00</b>
		Scope of Work:			
		System repair of the 2 units aircon			
		Repalcement of compressor unit			
		Rewinding of condenser fan motor			
		Charging of the unit with refrigerant			
		3 Improvement of condensate drainage system and repair leak at the CGO-A Division Chief and ICTG's area			<b>100,000.00</b>
		Scope of Work:			
		Tracing of the condensate drainline to locate the leaking pipe			
		Isolation of the drainage system with the aircon units			
		Removal and replace of damage piping line including insulation			
		Improvement on the slope of the drain line			
		Flushing of the drain line			
		Testing and commissioning			
		4. Repair of the centralized air handling units (AHL) ducting supplying the Director's offices and ICTG area near the Data Center			<b>165,000.00</b>
		Scope of Works:			
		Removal of damaged rigid and flexible ducting including ducting supports			
		Fabrication and installation of new rigid and flexible ducting with supports hangers			
		Adjustment and Balancing of the centralized AHU ducting supplying the offices			
		All Cost Shall be inclusive of VAT with atleast 6 months warranty against workmanship defects winning service, provider shall be subjected to evaluation by the end user after the performance of work.			<b>389,000.00</b>

GOVERNANCE COMMISSION  
 1151K  
 R.A. No. 11520  
 Fund Avail.  
 Function Plan  
 6401501  
 5021304601 - Repair Office space  
 [Signature]

For GCG Office.

Requested by: **Teodoro Arsenio F. Paggabao**  
 Signature: [Signature]  
 Designation: **Supervising Administrative Officer**

Approved by: **Jaypee O. Abesamis**  
 Signature: [Signature]  
 Designation: **Director IV/AFO**

GCG Received by: **Melba Moral**  
 PMSD Receipt date: **12 April 2021**  
**3:05 pm**