



Republic of the Philippines  
Department of Budget and Management  
**PROCUREMENT SERVICE**  
RR Road, Cristobal Street, Paco, Manila



**LETTER ORDER No. : LO25-00036**

**RBIEL SERVICES, OPC.**

295-B Visayas Avenue, Tandang Sora,  
Quezon City

Date : May 08, 2025

Bidding No.: GSD-015-25

Date of Opening : April 15, 2025

Please deliver the article(s)/product(s)/supplies/materials listed below priced in accordance with your Quotation No. \_\_\_\_\_  
dated \_\_\_\_\_ subject to the Terms and Conditions enumerated below.

ITEM	QTY	UNIT	ARTICLES/DESCRIPTION	UNIT PRICE	TOTAL AMOUNT
1	1	lot	PREVENTIVE MAINTENANCE OF AIR CONDITIONING UNITS FOR ONE (1) YEAR  * PR25-0294 * for GSD use  * NOA No. GSDPC-014-25  * 16units of Floor Mounted 5.0TR, 14units of Split type 3.0HP, 13units of window type 2.5HP, 5units of ceiling cassette 3.0TR  =====	170,000.00	170,000.00
- Subject to Expanded Withholding Tax, Creditable Withholding Tax and Other Percentage Taxes Reference: RA 10963, RA 9337, Revenue Regulation Nos. 13-18, 11-18, 16-05, 14-02, 12-01 and 2-98.					
Price Validity: 0 Calendar Days				Total Amount: Php	170,000.00

Place of Delivery :  
RR Road, Cristobal St. Paco Manila

Delivery Instruction :  
First PM- 30 calendar days upon receipt of NTP, Second  
PM - 4months after 1st preventive maintenance, Third PM  
- 4months after second preventive maintenance

Certified Correct: **Signature Redacted**

ABIGAIL ANN O. ALICDAN-ESPERE  
OIC, GSD

5/8/25  
Date

**Signature Redacted**

LADY LOU A. GIMENO  
Chief Accountant

FUNDS AVAILABLE Php 170,000.00

APPROVED BY: **Signature Redacted**

PHILIP JOSEF T. VERA CRUZ  
DED V, OLSCG

5/15/25  
Date

Sup **Signature Redacted**

CRISTAL BAYLE TALIDONA  
Signature Over name in print

5-16-2025  
Date Received

Lim Edgardo Jr. T.



## NOTICE TO PROCEED

**CRISTAL GYLE D. TALIDONG**

*Authorized Representative*

**RBIEL SERVICES, OPC.**

295-B Visayas Avenue, Tandang Sora,  
Quezon City

Dear **MS. TALIDONG:**

The attached Letter Order having been approved, notice is hereby given to **RBIEL SERVICES, OPC.** that performance on **Procurement of Preventive Maintenance of Air Conditioning Units for One Year** under **GSD-015-25 (SVP)** shall commence effective on the date of receipt of this Notice:

LOT	QTY / UOM	ITEM DESCRIPTION	TOTAL CONTRACT PRICE
1	1 lot	<b>Preventive Maintenance of Air Conditioning Units for One Year</b>	<b>₱170,000.00</b>
<b>Amount in words:</b> One Hundred Seventy Thousand Pesos and 00/100			

Upon receipt of this notice, you are responsible for performing the services under the terms and conditions provided in the Letter Order/Contract and in accordance with the Delivery Schedule.

Please acknowledge receipt of this notice by signing on the space provided below.

Very truly yours,

**Signature Redacted**

**ABIGAIL ANN O. ALICDAN-ESPERE**

*Acting Division Chief, General Services Division*

Date of receipt of this Notice:

MAY 15, 2025

Name of Authorized Representative:

CRISTAL GYLE D. TALIDONG

Signature of Authorized Representative:

**Signature Redacted**