



UNIVERSITY OF SCIENCE AND TECHNOLOGY OF SOUTHERN PHILIPPINES

Alubijid | Balubal | Cagayan de Oro | Claveria | Jasaan | Oroquieta | Panaon | Villanueva

OFFICE OF THE BIDS AND AWARDS COMMITTEE I

PURCHASE ORDER

PRN: USTP-GSPB-10-2026-2296-01-EPA
End-User Rep. : Engr. Edgem Lloyd S. Balabis
Location of Project: USTP-CDO Campus

Supplier : MECHTRONICS TRADING AND SERVICES
Address : Zone 9, Brgy. Molugan, El Salvador City, Misamis Oriental
E-mail Address : mechtronictradingservices@yahoo.com
Telephone No. : (088) 555 - 0710 / 0995 - 159 - 5655
TIN : 942 - 970 - 447 - 000
Purpose : Proposed Procurement of the Supply and Delivery of Infrastructure Supplies and Materials for Civil and Sanitary Works at USTP-CDO Campus CY 2026

P.O. CBNNo. : 26-02-0001
Date : February 09, 2026
Mode of Procurement: Public Bidding

Gentlemen:

Please furnish this office the following articles subject to the terms and conditions contained herein:

Place of Delivery : Contact Person: Mr. Teddy Wendel Q. Clavero, Inspection Officer, USTP-CDO Campus, C.M. Recto Ave., Lapasan, Cagayan de Oro City, Misamis Oriental
Contact No.: 0928 - 437 - 3092

Delivery Term :

Date of Delivery : Forty-Five (45) Calendar Days upon receipt of Notice to Proceed

Payment Term : Full Payment after acceptance of goods.

Table with 6 columns: Stock No., Unit, Description, Qty., Unit Cost, Amount. Lists 18 items including Plyboard, Plywood, FICEM Board, Cutting Disc, Flat Latex, and Formica Sheets.

TOTAL BROUGHT FORWARD P: 477,895.00

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one (1) percent for every day of delay shall be imposed.

Checked and verified by:

MELANIE A. JALOVER
Head, Procurement Services Section
PR No. 2025-2296-01

Very truly yours,

ATTY. DIONEL O. ALBINA
Chancellor, USTP-CDO Campus

Conforme:

BRENDA A. FABREA
MECHTRONICS TRADING AND SERVICES
Signature over printed name of Supplier

Funds Available:

LITO N. DELA CRUZ
ACCOUNTANT IN-CHARGE
Signature Over Printed Name of Chief Accountant/ Head of Accounting Division/Unit

BUR/Obr No. : CDO MF 26-02-0001
Amount : 1,499,745.00





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End-User Rep. : Engr. Edgem Lloyd S. Balabis
Location of Project: USTP-CDO Campus

Supplier : MECHTRONICS TRADING AND SERVICES
Address : Zone 9, Brgy. Molugan, El Salvador City, Misamis Oriental
E-mail Address : mechtronicstradingservices@yahoo.com
Telephone No. : (088) 555 - 0710 / 0995 - 159 - 5655
TIN : 942 - 970 - 447 - 000
Purpose : Proposed Procurement of the Supply and Delivery of Infrastructure Supplies and Materials for Civil and Sanitary Works at USTP-CDO Campus CY 2026

P.O. CbNo. : 26-02-0001
Date : February 09, 2026
Mode of Procurement: Public Bidding

Gentlemen:
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Place of Delivery : Contact Person: Mr. Teddy Wendel Q. Clavero, Inspection Officer, USTP-CDO Campus, C.M. Recto Ave., Lapasan, Cagayan de Oro City, Misamis Oriental
Delivery Term :
Date of Delivery : Forty-Five (45) Calendar Days upon receipt of Notice to Proceed
Payment Term : Full Payment after acceptance of goods.

Table with 6 columns: Stock No., Unit, Description, Qty., Unit Cost, Amount. Includes items like Door Knob Entrance Lockset, Sand Paper, Epoxy Reducer, Lacquer Putty, etc. Total Brought Forward: P 613,920.00

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one (1) percent for every day of delay shall be imposed.

Checked and verified by: MELANIE A. JALOVER, Head, Procurement Services Section
Very truly yours, ATTY. DIONEL O. ALBINA, Chancellor, USTP-CDO Campus

Conforme: BRENDA A. FABREA, MECHTRONICS TRADING AND SERVICES, Signature over printed name of Supplier, FEB 12, 2026

Funds Available: LITO N. ROZASAMPA, MEA, ACCOUNTANT IN CHARGE, Signature Over Printed Name of Chief Accountant/ Head of Accounting Division/Unit



UNIVERSITY OF SCIENCE AND TECHNOLOGY OF SOUTHERN PHILIPPINES

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OFFICE OF THE BIDS AND AWARDS COMMITTEE I

PURCHASE ORDER

PRN: USTP-GSPB-10-2026-2296-01-EPA
End-User Rep. : Engr. Edgem Lloyd S. Balabis
Location of Project: USTP-CDO Campus

Supplier : MECHTRONICS TRADING AND SERVICES
Address : Zone 9, Brgy. Molugan, El Salvador City, Misamis Oriental
E-mail Address : mechtronicstradingservices@yahoo.com
Telephone No. : (088) 555 - 0710 / 0995 - 159 - 5655
TIN : 942 - 970 - 447 - 000

P.O. CBNo. : 26-02-0001
Date : February 09, 2026
Mode of Procurement: Public Bidding

Purpose : Proposed Procurement of the Supply and Delivery of Infrastructure Supplies and Materials for Civil and Sanitary Works at USTP-CDO Campus CY 2026

Gentlemen:

Please furnish this office the following articles subject to the terms and conditions contained herein:

Place of Delivery : Contact Person: Mr. Teddy Wendel Q. Clavero, Inspection Officer, USTP-CDO Campus, C.M. Recto Ave., Lapasan, Cagayan de Oro City, Misamis Oriental
Contact No.: 0928 - 437 - 3092

Delivery Term :

Date of Delivery : Forty-Five (45) Calendar Days upon receipt of Notice to Proceed

Payment Term : Full Payment after acceptance of goods.

Table with 5 columns: Stock No., Unit, Description, Qty., Unit Cost, Amount. Includes items like Elastometric Water Proofing Sealant, Portland Cement, Concrete Epoxy, etc. Total Brought Forward: P 738,230.00

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one (1) percent for every day of delay shall be imposed.

Checked and verified by:

MELANIE A. JALOVERA
Head, Procurement Services Section
PR No. 2025-2296-01

Very truly yours,

ATTY. DIONEL O. ALBINA
Chancellor, USTP-CDO Campus

Conforme:

BRENDA A. FABREA
MECHTRONICS TRADING AND SERVICES
Signature over printed name of Supplier

Funds Available:

LITO N. NUEVA, MPA, MBA
ACCOUNTANT IN-CHARGE
Signature Over Printed Name of Chief Accountant/ Head of Accounting Division/Unit

BUR/Obr No. : CDO RRF 26-01-0007
Amount : 1,799,746.00





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End-User Rep. : Engr. Edgem Lloyd S. Balabis
Location of Project: USTP-CDO Campus

Supplier : MECHTRONICS TRADING AND SERVICES
Address : Zone 9, Brgy. Molugan, El Salvador City, Misamis Oriental
E-mail Address : mechtronicstradingservices@yahoo.com
Telephone No. : (088) 555 - 0710 / 0995 - 159 - 5655
TIN : 942 - 970 - 447 - 000
Purpose : Proposed Procurement of the Supply and Delivery of Infrastructure Supplies and Materials for Civil and Sanitary Works at USTP-CDO Campus CY 2026

P.O. CbNo. : 26-02-0001
Date : February 09, 2026
Mode of Procurement: Public Bidding

Gentlemen:

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Place of Delivery : Contact Person: Mr. Teddy Wendel Q. Clavero, Inspection Officer, USTP-CDO Campus, C.M. Recto Ave., Lapasan, Cagayan de Oro City, Misamis Oriental
Date of Delivery : Forty-Five (45) Calendar Days upon receipt of Notice to Proceed
Delivery Term :
Payment Term : Full Payment after acceptance of goods.

Table with 5 columns: Stock No., Unit, Description, Qty., Unit Cost, Amount. Includes items like Wood Preservative, Waterproofing Paint, Lumber, Gravel, Sand, Deformed Bars, Tie Wire, Ridge Roll, Purlins, Flashing, TekScrew, Metal Studs, Metal Track. Total Brought Forward: P 929,230.00

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one (1) percent for every day of delay shall be imposed.

Checked and verified by:

MELANIE A. JALOVER
Head, Procurement Services Section
PR No. 2025-2296-01

Very truly yours,
ATTY. DIONEL O. ALBINA
Chancellor, USTP-CDO Campus

Conforme:

BRENDA A. FABREA
MECHTRONICS TRADING AND SERVICES
Signature over printed name of Supplier

Funds Available:

LITO N. NUEVA, MPA, MBA
ACCOUNTANT IN-CHARGE
Signature Over Printed Name of Chief Accountant/ Head of Accounting Division/Unit

BUR/ObR No. : CDO PR 26-02-0001
Amount : 1,899,745.00





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OFFICE OF THE BIDS AND AWARDS COMMITTEE I

PURCHASE ORDER

PRN: USTP-GSPB-10-2026-2296-01-EPA
End-User Rep. : Engr. Edgem Lloyd S. Balabis
Location of Project: USTP-CDO Campus

Supplier : MECHTRONICS TRADING AND SERVICES
Address : Zone 9, Brgy. Molugan, El Salvador City, Misamis Oriental
E-mail Address : mechtronicstradingservices@yahoo.com
Telephone No. : (088) 555 - 0710 / 0995 - 159 - 5655
TIN : 942 - 970 - 447 - 000

P.O. CBNo. : 26-02-0001
Date : February 09, 2026
Mode of Procurement: Public Bidding

Purpose : Proposed Procurement of the Supply and Delivery of Infrastructure Supplies and Materials for Civil and Sanitary Works at USTP-CDO Campus CY 2026

Gentlemen:

Please furnish this office the following articles subject to the terms and conditions contained herein:

Place of Delivery : Contact Person: Mr. Teddy Wendel Q. Clavero, Inspection Officer, USTP-CDO Campus, C.M. Recto Ave., Lapasan, Cagayan de Oro City, Misamis Oriental
Date of Delivery : Forty-Five (45) Calendar Days upon receipt of Notice to Proceed
Delivery Term :
Payment Term : Full Payment after acceptance of goods.

Table with 5 columns: Stock No., Unit, Description, Qty., Unit Cost, Amount. Includes items like Metal Furring, Granite Tiles, Paint Rollers, Riveters, Studs, Hinges, PVC Panel Door, Revits, Welding Rod, Gloves, Blade, Forstner Bit, Adhesives. Total Brought Forward: P 1,025,625.00

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one (1) percent for every day of delay shall be imposed.

Checked and verified by:

MELANIE A. JALOVER, Head, Procurement Services Section, PR No. 2025-2296-01

Very truly yours, ATTY. DIONEL O. ALBINA, Chancellor, USTP-CDO Campus

Conforme:

BRENDA A. FABREA, MECHTRONICS TRADING AND SERVICES, Signature over printed name of Supplier, FEB 12 2026

Funds Available:

LITO N. NUEVA, MPA, MBA, ACCOUNTANT IN-CHARGE, Signature Over Printed Name of Chief Accountant/ Head of Accounting Division/Unit

BUR/Obr No. : CDO PR 26-02-0001, Amount : 1,025,625.00





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E-mail Address : mechtronicstradingservices@yahoo.com
Telephone No. : (088) 555 - 0710 / 0995 - 159 - 5655
TIN : 942 - 970 - 447 - 000
Purpose : Proposed Procurement of the Supply and Delivery of Infrastructure Supplies and Materials for Civil and Sanitary Works at USTP-CDO Campus CY 2026

P.O. CBNo. : 26-02-0001
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Date of Delivery : Forty-Five (45) Calendar Days upon receipt of Notice to Proceed
Delivery Term :
Payment Term : Full Payment after acceptance of goods.

Table with 5 columns: Stock No., Unit, Description, Qty., Unit Cost, Amount. Includes items like Rugby (4L per gallon), Wood Glue, Steel Cabinet Handle, Drawer Slides Roller, Angle Bar, Concealed Hinges, Gypsum Screws, Nailer, Stone Sharpener, Masking Tape, and Paint Thinner. Totals: 1,025,625.00 and 1,110,125.00.

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one (1) percent for every day of delay shall be imposed.

Checked and verified by: MELANI A. JALOVER, Head, Procurement Services Section, PR No. 2025-2296-01

Very truly yours, ATTY. DIONEL O. ALBINA, Chancellor, USTP-CDO Campus

Conforme: BRENDA A. FABREA, MECHTRONICS TRADING AND SERVICES, Signature over printed name of Supplier, FEB 12 2026

Funds Available: LITO N. NUEDA, MPA, MBA, ACCOUNTANT IN-CHARGE, Signature Over Printed Name of Chief Accountant/ Head of Accounting Division/Unit

BUR/Obr No. : CDO PAT 26-02-0027
Amount : 1,110,125.00





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Location of Project: USTP-CDO Campus

Supplier : MECHTRONICS TRADING AND SERVICES
Address : Zone 9, Brgy. Molugan, El Salvador City, Misamis Oriental
E-mail Address : mechtronicstradingservices@yahoo.com
Telephone No. : (088) 555 - 0710 / 0995 - 159 - 5655
TIN : 942 - 970 - 447 - 000
Purpose : Proposed Procurement of the Supply and Delivery of Infrastructure Supplies and Materials for Civil and Sanitary Works at USTP-CDO Campus CY 2026

P.O. CBNo. : 26-02-0001
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Date of Delivery : Forty-Five (45) Calendar Days upon receipt of Notice to Proceed
Delivery Term :
Payment Term : Full Payment after acceptance of goods.

Table with 5 columns: Stock No., Unit, Description, Qty., Unit Cost, Amount. Lists items like Acrylic Thinner, Primer, Enamel, Putty, Oil Tinting Color, Epoxy Enamel, PVC Pipe Elbow, etc.

TOTAL BROUGHT FORWARD P 1,216,855.00

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one (1) percent for every day of delay shall be imposed.

Checked and verified by: MELANIE A. JALOVERY, Head, Procurement Services Section, PR No. 2025-2296-01

Very truly yours, ATTY. DIONEL O. ALBINA, Chancellor, USTP-CDO Campus

Conforme: BRENDA A. FABREA, MECHTRONICS TRADING AND SERVICES, Signature over printed name of Supplier

Funds Available: LITO N. RUEYA, MPA, MBA, ACCOUNTANT IN-CHARGE, Signature Over Printed Name of Chief Accountant/ Head of Accounting Division/Unit

BUR/Obr No. : CDO PR 26-02-0077
Amount : 1,216,855.00





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Date of Delivery : Forty-Five (45) Calendar Days upon receipt of Notice to Proceed
Delivery Term :
Payment Term : Full Payment after acceptance of goods.

Table with 6 columns: Stock No., Unit, Description, Qty., Unit Cost, Amount. Includes items like Water Closet, PE Connectors, Stainless Faucet, etc. Total Brought Forward: P 1,393,815.00

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one (1) percent for every day of delay shall be imposed.

Checked and verified by:

MELANIE A. JALOVER
Head, Procurement Services Section
PR No. 2025-2296-01

Very truly yours,
ATTY. DIONEL O. ALBINA
Chancellor, USTP-CDO Campus

Conforme:

BRENDA A. FABREA
MECHTRONICS TRADING AND SERVICES
Signature over printed name of Supplier

Funds Available:

LITO N. QUETA, MPA, MBA
ACCOUNTANT IN-CHARGE
Signature Over Printed Name of Chief Accountant/ Head of Accounting Division/Unit

BUR/Obr No. : 06 PAF-26-02-027
Amount : 1,199,795.00





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Contact No.: 0928 - 437 - 3092

Delivery Term :

Date of Delivery : Forty-Five (45) Calendar Days upon receipt of Notice to Proceed

Payment Term : Full Payment after acceptance of goods.

Table with 5 columns: Stock No., Unit, Description, Qty., Unit Cost, Amount. Includes items like PVC Pipe, GI Nipple, and various valves. Total Brought Forward: P 1,432,815.00

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one (1) percent for every day of delay shall be imposed.

Checked and verified by:

MELANIE A. JALOVER
Head, Procurement Services Section
PR No. 2025-2296-01

Very truly yours,

ATTY. DIONEL O. ALBINA
Chancellor, USTP-CDO Campus

Conforme:

BRENDA A. FABREA
MECHTRONICS TRADING AND SERVICES
Signature over printed name of Supplier,

Funds Available:

LITO N. WUEVA, MPA, MBA
ACCOUNTANT IN-CHARGE
Signature Over Printed Name of Chief Accountant/ Head of Accounting Division/Unit

BUR/ObR No. : CDO PRF 26-02-00017
Amount : 1,432,815.00





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Date of Delivery : Forty-Five (45) Calendar Days upon receipt of Notice to Proceed
Delivery Term :
Payment Term : Full Payment after acceptance of goods.

Table with 5 columns: Stock No., Unit, Description, Qty., Unit Cost, Amount. Includes items like PE Adaptor Female 1/2", Drill with Hammer, etc. Total amount: 1,432,815.00.

GRAND TOTAL: ONE MILLION FOUR HUNDRED NINETY-NINE THOUSAND SEVEN HUNDRED FORTY-FIVE PESOS AND 00/100 ONLY P 1,499,745.00

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one (1) percent for every day of delay shall be imposed.

Checked and verified by: MELANIE A. JALOVER, Head, Procurement Services Section, PR No. 2025-2296-01

Very truly yours, ATTY. DIONEL O. ALBINA, Chancellor, USTP-CDO Campus

Conforme: BRENDA A. FABREA, MECHTRONICS TRADING AND SERVICES, Signature over printed name of Supplier, FEB 12, 2026

Funds Available: LITO N. RUEVA, MPA, MBA, ACCOUNTANT IN-CHARGE, Signature Over Printed Name of Chief Accountant/ Head of Accounting Division/Unit

BUR/ObR No. : CDO PAT 26-02-GW7, Amount : 1,499,745.00

