

Tsang Brothers Corporation

Steel & Building Material Specialist

P.O. Box 7917 Tamuning, GU 96931

Tel: (671) 638-8133 / 638-1113 / 1115

Fax: (671) 638-1117



WHITE-Original PINK-Customer YELLOW-Warehouse

INVOICE

Bill To
GOVERNORS OFFICE DEPARTMENT OF ADMINISTRATION P.O. BOX 2950 HAGATNA, GUAM 96932

Ship To
PICK-UP: ROMMEL OBISPO PROJ; MISC. TEL: 888-4992

Date	3/8/2023
Invoice No.	100820780
P.O. Number	P236A00652
Terms	Net 30
Sales Rep	BEAU
Ship Date	3/8/2023
Phone	671-7771238
Alt. Phone	

Item	Description	Site	Quantity	Unit	Unit Price	HL Location	Amount
8887904292	TEFLON TAPE 3/4" X 50M JUMBO	A HL	1	EACH	2.40	A14 FRO...	2.40
8880890909	TAPCON SCREW HEX HEAD 1/4" X 2-3/4" PER EACH NET	A HL	30	EACH	0.27	A5C2*	8.10
8886798617	GI RIGID ONE HOLE STRAP 3/4"	A HL	6	EACH	0.80	A10F1*	4.80
8882583467	E.G. F WASHER 1/4"	A HL	24	EACH	0.04	A1215	0.96
8886110231	CASTER WHEEL WHITE 3" - SWIVEL	A HL	4	EACH	6.00	A1F1*	24.00
077922766505	IPG FIX-IT DUCT TAPE 1.88" X 55YDS (24 ROLL/BX) #6900	A HL	2	ROLL	10.00	A7E1	20.00
014958007479	POWER PAINT MIXER PLASTIC (747) 2-1/2" X 15" X 1/4"	A HL	1	EACH	2.60	A16	2.60
8887317339	ELECTRICAL PLATE COVER BLANK 1G WHITE (0P13-W)	A HL	3	EACH	0.90	A11B1	2.70
032664316104	ELECTRICAL PLATE COVER TOGGLE SWITCH 2G WHITE (2139W)	A HL	4	EACH	1.90	A11B1	7.60
8882254323	TRAFFIC & ZONE MARKING PAINT LATEX YELLOW - GAL	A HL	8	GAL	42.00	A16D2	336.00
8888770363	SS S.TAPP SCREW (FH) #12 X 3/4"	A HL	12	EACH	0.25	A8B6	3.00

WE HEREBY CERTIFY
INVOICE IS THE CERTI
COPY OF THE ORIGI
THAT PAYMENT HAS BEEN

[Signature]

INVOICE RECEIVED BY:

MATERIAL RECEIVED BY:

Total	\$412.16
Pmt/Cr:	\$0.00
Bal Due:	\$412.16

CONFIRMED ABOVE MATERIAL(S) IN GOOD CONDI

TERMS & CONDITION: Returned items must be accompanied by this bill and receipt. Merchandise is subject to a 10% handling charge after 30 days and will not be accepted after 10 days from the above date of purchase. Purchaser agrees to pay interest at the rate of 1.5% per month on all overdue invoices. If said accounts are placed in the hands of an attorney for collection on suit is brought on same, Purchaser agrees to pay an additional amount of 33 1/2% of the amount found due (including interest as foreseen) as attorney fees, plus any costs of suit.

Lourdes A. Leon Guerrero
Governor

GSA GENERAL SERVICES AGENCY
(Ahensian Setbision Hinirat)
Government of Guam

Joshua F. Tenorio
Lt. Governor

148 Rt. 1 Marine Corps Dr. Piti Guam 96915
Ph: 475-1707/1720 Fax: 475-1727/472-4217
Email: gsaprocurement@gsadoa.guam.gov

Edward M. Birn
Director, DOA

Bernadine C. Gines
Deputy Director, DOA

1/20/2023
ISSUE DATE

VENDOR: TSANG BROTHERS CORP
PO BOX 7917
TAMUNING, GU 96931

Amendment No.: 2023000001

VENDOR NO.: T2981001 PHONE: 671 638-8133 FAX: 671 638-1117
EMAIL: DAN@TSANGBROTHERSGUAM.COM

SUBJECT: Purchase Order No. P236A00652 Dated 10/24/2022 Document No. Q230200030

In reference to the above subject matter, please take the following action(s)
upon receipt of this Pro Forma letter. (X) marked in the box opposite the action,
is/are the actions to be taken:

- () Cancel in its entirety
- () The substitute item(s) is/are acceptable, proceed with the shipment
- () Cancel the balance and consider the order complete
- () Please ship VIA: A.P.P., Ocean Freight, P.P., Book Post
- (X) Others: (as stated below)

AMEND PURCHASE ORDER AMOUNT FROM: \$280.00 TO NOW READ: \$1,280.00, AN INCREASE
OF \$1,000.00 AS NEEDED FOR ADDITIONAL REQUIREMENTS.
** ALL OTHERS REMAIN UNCHANGED **

** NOTE: AMENDMENT CHANGES P/O VALUE. **
Your immediate action in this matter is requested.

Sincerely yours,


Claudia S. Acfalle
Chief Procurement Officer

DOA 273

Please fax or email back to GSA

ACKNOWLEDGMENT COPY

(PLEASE PRINT)

Received by: _____

Date: _____

Vendor Name: _____

Fax: 671-472-4217

Email: gsaprocurement@gsadoa.guam.gov

COMMITTED TO EXCELLENCE

COMMITTED TO EXCELLENCE



GENERAL SERVICES AGENCY
GOVERNMENT OF GUAM
DEPARTMENT OF ADMINISTRATION
148 Route 1 Marine Drive, Piti, Guam 96925

E-MAILED
JAN 20 2023

DATE: January 20, 2023
ADJUSTMENT NO.: 1

MEMORANDUM

To: Chief Procurement Officer
Via: Director of Administration
From: Bureau of Budget and Management Research
Subject: **Adjustment of Encumbrance**

Your immediate action is hereby requested to expedite transaction on your standing order.

	FROM	TO	ADJUSTED
<input checked="" type="checkbox"/> INCREASE Purchase Order No.: P236A00652 Account No. 5100A230200GA001240	\$ 280.00	\$ 1,280.00	\$ 1,000.00
<input type="checkbox"/> DECREASE Purchase Order No.: _____ Account No. _____	\$	\$	\$

TSANG BROTHERS

Remarks: Amend Purchase Order amount from \$280.00 to \$1,280.00 an increase of \$1,000.00 as needed for additional requirements.

NOTE: Q230200030

AGENCY USE

Funds certified by: _____

Lynette O. Muna
CERTIFYING OFFICER

JAN 20 2023
DATE

☒ Approved ☐ Disapproved

Jon Junior Calvo, Chief-of-Staff
APPROVING OFFICIAL

01.20.23
DATE

Attachment(s)

GSA REPRESENTATIVE

INSTRUCTIONS

Certify and detach "AGENCY'S COPY" for your files
This form shall be used only for adjustment of encumbrance on transactions made within the current fiscal year, otherwise, regular form, Form No. FCN 2-4-4 shall be used.

"General Services Agency" copy should be submitted after certification.
Prior to submission to General Services Agency, please route to Department of Administration, Division of Accounts, Quality Control, for clearance.

ORIGINAL - GSA copy / BLUE - Division of Accounts copy / YELLOW - Agency's copy / PINK - GSA copy



PURCHASE ORDER
GENERAL SERVICES AGENCY
DEPARTMENT OF ADMINISTRATION
GOVERNMENT OF GUAM

148 Route 1
South Marine Corps Drive
Piti, Guam 96915

TRAN CODE

THIS PURCHASE ORDER NUMBER
No. P236A00652

MUST APPEAR ON ALL INVOICES
PACKING SLIPS, PACKAGES, B/L,
CORRESPONDENCE ETC.

FOB.	* AIR FREIGHT TEL CONTACT	SHIP VIA:	DATE 10/24/2022	JOB ORDER NO. 020023001240	OBJCL 240
PREPAID SHOW SHIPPING CHARGES AS SEPARATE ITEM ON INVOICE					

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TO:

TSANG BROTHERS CORP
PO BOX 7917
TAMUNING, GU 96931

Telephone: 671 638-8133 Fax: 671 638-1117
Email: DAN@TSANGBROTHERSGUAM.COM

VENDOR
T2981001

**S
H
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P
T
O**

CONSIGNEE, DESTINATION & MARKING

GOVERNORS OFFICE
P.O. BOX 2950
HAGATNA, GU 96932-0000

EXECUTIVE DIRECTION

AUTHORITY 3112.1	** INVITATION NO.	** CONTRACT NO.	TIME FOR DELIVERY SEE BELOW	EXPIRING	DISCOUNT TERMS:
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ITM	ARTICLES OF SERVICES	QTY.	UNIT	UNIT PRICE	AMOUNT	DOCUMENT NUMBER	FAC
	BLANKET PURCHASE AGREEMENT FOR HARDWARE & MATERIALS FOR THE MAINTENANCE AND REPAIR AT THE RICARDO J BORDALLO BLDG TO BE DRAWN ON AN AS NEEDED BASIS COMMENCING UPON RECEIPT OF PURCHASE ORDER AND EXPIRING ON SEPTEMBER 30, 2023 OR UPON EXHAUSTION OF FUNDS, WHICHEVER OCCURS FIRST. AUTHORIZED PERSONNEL: ROMMEL OBISPO CATHERINE CABRERA VENIDO TORRES ** NOTHING FOLLOWS ** NOTE: THE GOVERNMENT OF GUAM WILL NOT BE RESPONSIBLE FOR 'UNAUTHORIZED' PURCHASES OR SERVICES. Note: Amounts due this Purchase Order may be off set for monies due the Government of Guam inclusive of but not limited to taxes, fees, and returned checks plus for other damages, penalties, and Attorney's fees, after failure to pay accordingly. To be coordinated between the agency and vendor THE CHIEF PROCUREMENT OFFICER WILL CONDUCT PERIODICALLY REVIEW TO DETERMINE COMPLIANCE WITH THE GUAM PROCUREMENT LAWS.				280.00	Q230200030	

SPECIAL INSTRUCTIONS TO VENDOR:

- B. SEND CERTIFIED ORIGINAL AND THREE (3) COPIES OF INVOICE TO DIVISION OF ACCOUNTS, DEPARTMENT OF ADMINISTRATION;
GOVERNMENT OF GUAM, P.O. BOX 7420 TAMUNING, GUAM 96931.
C. PAYMENT IN THIRTY (30) DAYS UPON RECEIPT OF MERCHANDISE IN GUAM IN GOOD CONDITION.
D. ** THIS ORDER IS SUBJECT TO THE SPECIAL PROVISIONS, AND BID GENERAL TERMS AND CONDITIONS SPECIFIED ON THIS BID.
E. * ON ALL AIR SHIPMENTS HAVE AIR FREIGHT COMPANY CALL THIS NUMBER UPON ARRIVAL OF GOODS IN GUAM.

280.00

↑ TOTAL ↑

**A. DO NOT FILL THIS ORDER
IF YOUR TOTAL COST
EXCEEDS THIS TOTAL.**

INSERT CHANGES AND RETURN
THIS ORDER FOR AMENDMENT.

CONTRACTOR: PLEASE SUPPLY PROMPTLY THE ABOVE ARTICLES OF
SERVICES. ALL CORRESPONDENCE PERTAINING TO THIS ORDER
INCLUDING INVOICES, SHIPPING DOCUMENTS AND PACKAGES
MUST BEAR THE PURCHASE ORDER NUMBER SHOWN ABOVE.
SEE PURCHASE ORDER TERMS AND CONDITIONS.

ADVANCED PAYMENT
AUTHORIZATION
PAYMENT
ENCLOSED ☐

SIGNATURE

C. Acfalle
Claudia F. Acfalle

Chief Procurement Officer

NAME

TITLE

PAGE 1 OF 3

ORIGINAL/VENDOR'S COPY



PURCHASE ORDER
GENERAL SERVICES AGENCY
DEPARTMENT OF ADMINISTRATION
GOVERNMENT OF GUAM

148 Route 1
South Marine Corps Drive
Piti, Guam 96915

TRAN CODE

THIS PURCHASE ORDER NUMBER
No. P236A00652

MUST APPEAR ON ALL INVOICES
PACKING SLIPS, PACKAGES, B/L,
CORRESPONDENCE ETC.

FOR	* AIR FREIGHT TEL. CONTACT	SHIP VIA:	DATE 10/24/2022	JOB ORDER NO. 020023001240	OBJCL 240
PREPAID SHOW SHIPPING CHARGES AS SEPARATE ITEM ON INVOICE					

V E N D O R	TO: TSANG BROTHERS CORP PO BOX 7917 TAMUNING, GU 96931 Telephone: 671 638-8133 Fax: 671 638-1117 Email: DAN@TSANGBROTHERSGUAM.COM	VENDOR T2981001	S H I P T O	CONSIGNEE DESTINATION & MARKING GOVERNORS OFFICE P.O. BOX 2950 HAGATNA, GU 96932-0000 EXECUTIVE DIRECTION	
	AUTHORITY 3112.1	** INVITATION NO.		** CONTRACT NO.	TIME FOR DELIVERY SEE BELOW

ITM	ARTICLES OF SERVICES	QTY	UNIT	UNIT PRICE	AMOUNT	DOCUMENT NUMBER	FAC
	THIS ORDER IS SUBJECT TO THE FOLLOWING TERMS AND CONDITIONS:						
	1. Acknowledgment copy of this order must be signed and returned advising approximate or definite shipping date.						
	2. No variation in any of the terms, conditions, deliveries, prices, quantity, quality, or specification on this order, irrespective of the wording of the seller's acceptance, will be effective without buyer's written consent.						
	3. Packing list must accompany each shipment, showing our order number, description and part/serial number for each item.						
	4. Shipments must be identified as "PARTIAL" or "COMPLETE".						
	5. Material is subject to buyer's inspection and approval within a reasonable time after delivery; if specifications are not met, material shall be returned at seller's expense.						
	6. In connection with any prompt payment discount offered, time will be computed from date of delivery and acceptance at destination, or from the date the correct invoice or voucher is received in the office specified by the Government of Guam, if the latter is later than date of delivery and acceptance. Payment is deemed to be made, for the purpose of earning discount, on the date of the mailing of the check.						
	7. Overshipments, unless specifically authorized, will not be accepted.						
	8. In connection with bid awards and contracts, this purchase order shall be governed by the Special Provisions and Bid General Terms and Conditions as specified.						

SPECIAL INSTRUCTIONS TO VENDOR: B. SEND CERTIFIED ORIGINAL AND THREE (3) COPIES OF INVOICE TO DIVISION OF ACCOUNTS, DEPARTMENT OF ADMINISTRATION, GOVERNMENT OF GUAM, P.O. BOX 7420 TAMUNING, GUAM 96931. C. PAYMENT IN THIRTY (30) DAYS UPON RECEIPT OF MERCHANDISE IN GUAM IN GOOD CONDITION. D. ** THIS ORDER IS SUBJECT TO THE SPECIAL PROVISIONS, AND BID GENERAL TERMS AND CONDITIONS SPECIFIED ON THIS BID. E. * ON ALL AIR SHIPMENTS HAVE AIR FREIGHT COMPANY CALL THIS NUMBER UPON ARRIVAL OF GOODS IN GUAM.	280.00	A. DO NOT FILL THIS ORDER IF YOUR TOTAL COST EXCEEDS THIS TOTAL
↑ TOTAL ↑		INSERT CHANGES AND RETURN THIS ORDER FOR AMENDMENT

CONTRACTOR: PLEASE SUPPLY PROMPTLY THE ABOVE ARTICLES OF SERVICES. ALL CORRESPONDENCE PERTAINING TO THIS ORDER INCLUDING INVOICES, SHIPPING DOCUMENTS AND PACKAGES MUST BEAR THE PURCHASE ORDER NUMBER SHOWN ABOVE. SEE PURCHASE ORDER TERMS AND CONDITIONS.	ADVANCED PAYMENT AUTHORIZATION PAYMENT ENCLOSED <input type="checkbox"/>	SIGNATURE Claudia J. Acfalle NAME	Chief Procurement Officer TITLE
PAGE 2 OF 3			

ORIGINAL/VENDOR'S COPY



PURCHASE ORDER
GENERAL SERVICES AGENCY
DEPARTMENT OF ADMINISTRATION
GOVERNMENT OF GUAM

148 Route 1
South Marine Corps Drive
Piti, Guam 96915

TRAN CODE

THIS PURCHASE ORDER NUMBER

No. P236A00652

MUST APPEAR ON ALL INVOICES
PACKING SLIPS, PACKAGES, B/L,
CORRESPONDENCE ETC.

FOB	* AIR FREIGHT TEL CONTACT	SHIP VIA:	DATE 10/24/2022	JOB ORDER NO. 020023001240	OBJCL 240
PREPAID-SHOW SHIPPING CHARGES AS SEPARATE ITEM ON INVOICE					

V E N D O R	TO: TSANG BROTHERS CORP PO BOX 7917 TAMUNING, GU 96931 Telephone: 671 638-8133 Fax: 671 638-1117 Email: DAN@TSANGBROTHERSGUAM.COM	VENDOR T2981001	S H I P T O	CONSIGNEE, DESTINATION & MARKING GOVERNORS OFFICE P.O. BOX 2950 HAGATNA, GU 96932-0000 EXECUTIVE DIRECTION	
	AUTHORITY 3112.1	** INVITATION NO.		** CONTRACT NO.	TIME FOR DELIVERY SEE BELOW

ITM	ARTICLES OF SERVICES	QTY.	UNIT	UNIT PRICE	AMOUNT	DOCUMENT NUMBER	FAC
	* * * * * * V E N D O R A C K N O W L E D G M E N T * * RETURN TO SUPPLY MANAGEMENT DIVISION * * DATE OF RECEIPT OF THIS ORDER _____ * * SIGNATURE _____ * * NAME/TITLE _____ * * * * * *						
	* * * * * * R E C E I V I N G R E P O R T C O P Y * * I CERTIFY THE ABOVE ARTICLES AND/OR SERVICES HAVE/HAS BEEN * RECEIVED AND/OR RENDERED AND THE SAME HAS BEEN INSPECTED * AND ACCEPTED EXCEPT AS OTHERWISE NOTED HEREIN. * * * DATE RECEIVED: _____ SIGNATURE: _____ * * * * * *						

SPECIAL INSTRUCTIONS TO VENDOR: B. SEND CERTIFIED ORIGINAL AND THREE (3) COPIES OF INVOICE TO DIVISION OF ACCOUNTS, DEPARTMENT OF ADMINISTRATION; GOVERNMENT OF GUAM, P.O. BOX 7420 TAMUNING, GUAM 96931. C. PAYMENT IN THIRTY (30) DAYS UPON RECEIPT OF MERCHANDISE IN GUAM IN GOOD CONDITION. D. ** THIS ORDER IS SUBJECT TO THE SPECIAL PROVISIONS, AND BID GENERAL TERMS AND CONDITIONS SPECIFIED ON THIS BID. E. * ON ALL AIR SHIPMENTS HAVE AIR FREIGHT COMPANY CALL THIS NUMBER UPON ARRIVAL OF GOODS IN GUAM.		280.00	↑ TOTAL ↑	A. DO NOT FILL THIS ORDER IF YOUR TOTAL COST EXCEEDS THIS TOTAL. INSERT CHANGES AND RETURN THIS ORDER FOR AMENDMENT
CONTRACTOR: PLEASE SUPPLY PROMPTLY THE ABOVE ARTICLES OF SERVICES. ALL CORRESPONDENCE PERTAINING TO THIS ORDER INCLUDING INVOICES, SHIPPING DOCUMENTS AND PACKAGES MUST BEAR THE PURCHASE ORDER NUMBER SHOWN ABOVE. SEE PURCHASE ORDER TERMS AND CONDITIONS.		ADVANCED PAYMENT AUTHORIZATION PAYMENT ENCLOSED <input type="checkbox"/>		

E-MAILED**REQUISITION****REQUISITION #: Q230200030****APPROPRIATION: 5100A230200GA001240****TO: PROCUREMENT FACILITIES MGMT. DIVISION ADMINISTRATOR****ENCUMBERED DATE****SUBMITTED BY:**Torres, Venido S. - Governors Office
AUTHORIZED DEPARTMENT REPRESENTATIVE

SIGNATURE

OCT 19 2022

DATE

DEPARTMENT/DIVISION: OFFICE OF THE GOVERNOR**REQUEST DATE: 10/19/2022**

ITEM NO.	DESCRIPTION OF ITEM	UOM	QTY	UNIT PRICE	AMOUNT
1	BLANKET PURCHASE AGREEMENT FOR HARDWARE & MATERIALS FOR THE MAINTENANCE AND REPAIR AT THE RICARDO J BORDALLO BLDG TO BE DRAWN ON AN AS NEEDED BASIS COMMENCING UPON RECEIPT OF PURCHASE ORDER AND EXPIRING ON 9/30/2023 OR UPON EXHAUSTION OF FUNDS WHICHEVER OCCURS FIRST. AUTHORIZED PERSONNEL: ROMMEL OBISPO CATHERINE CABRERA VENIDO TORRES *****NOTHING FOLLOWS****	LOT	1	840.00	840.00

TOTAL =====>**840.00****JUSTIFICATION:****SUGGESTED VENDOR: 1) BENSON GUAM****2) GUAM HOME CENTER 3) TSANG BROTHERS****** PRINT NAME & SIGN****(✓) APPROVAL****() DISAPPROVAL**Euzen James E. Aguirre 10/20/22
RECEIVED BY DATE
(CERTIFYING OFFICER)Jm
APPROVING AUTHORITY (DIRECTOR)