



EDWARD M. BIRN  
*Director (Direktot)*  
ELIZABETH T. FISHER  
*Deputy Director (Sigundo Direktot)*

**DEPARTMENT OF  
ADMINISTRATION**  
DIPATTAMENTON ATMENESTRASION  
DIRECTOR'S OFFICE  
*(Ufisinan Direktot)*  
Telephone (Telifon): (671) 475-1101/1250



LOURDES A. LEON GUERRERO  
*Governor (Maga'håga)*  
JOSHUA F. TENORIO  
*Lt. Governor (Sigundo Maga'låhi)*

**MEMORANDUM**

**Written Determination for Small Purchase with Less than Three (3) Positive Quotations  
under 5 GCA Section 5113 as Amended by Public Law 36-103**

I, **Claudia S. Ray**, Chief Procurement Officer of the General Services Agency, attest that at least six (6), if possible, request for quotation was issued for this requisition to different vendors we believe capable of meeting the specifications of this requisition.

Of the **3** *[no less than six (6), if possible]* request(s) issued, only **3** provided quotation(s)

I believe that we have acted in good faith in attempting to fulfill the requirement of three (3) positive quotation stated in the law, and now will use an attestation to indicate otherwise.

**CLAUDIA S. RAY**  
Chief Procurement Officer

Revised: 04/27/2023 (on)



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LOURDES A. LEON GUERRERO  
Governor (Maga'håga)  
JOSHUA F. TENORIO  
Lt. Governor (Sigundo Maga'låhi)

Memorandum

To: File  
From: Chief Procurement Officer  
Subject: Blanket Purchase Agreement

Hafa Adai! This is a written determination for the file that awarding this purchase order through the blanket agreement is in the best interest of the government based on the various needs of the department for the following commodities since it is impossible to determine the need should it arises:

_____ Office Supplies (Not carried by the Tendan Gubetno)	_____ Tire
_____ Hardware Supplies (Not carried by the Tendan Gubetno)	_____ Floral Arrangements
_____ Computer Supplies	_____ Laundry Services
_____ Copier Supplies	_____ Drinking Water
_____ Medical Supplies	_____ Courier Services
_____ Pharmaceutical Supplies	_____ Medical Services
_____ Vehicle Parts & Supplies	_____ Oxygen/Acetylene
_____ Oil Change	_____ Printing Services
_____ Animal Feeds	_____ Locksmith
_____ Plant Nursery Supply	_____ Veterinary Services
_____ A/C Preventive Maintenance Services	_____ <u>XXX</u> Others
_____ Typewriter Maintenance Services	SMALL ENGINE PARTS

Approved by:

**CLAUDIA S. RAY**

Revised: 04/27/2023 (on)

I CERTIFY THAT THE FOREGOING STATEMENT OF INFORMAL QUOTATION IS TRUE AND CORRECT AND PRICES CHARGED ARE JUST, FAIR AND REASONABLE, AND THE BEST OBTAINABLE FOR THE DESCRIBED BELOW.

DOCUMENT NO.: Q230299052 APPROPRIATION NO.: 5101H230299FM105230

Cruz, Anita

BUYER

- Restore

6/08/2023

DATE

REMARKS:

3113 (EMERGENCY PROCUREMENT)

PURSUANT TO EXECUTIVE ORDER NO. 2023-02 & 2023-05

TYPHOON MAWAR

REF: P236E00105/106/107/108 (SUPPLEMENTAL FUNDS)

Vendor No: G3521201	Vendor No:	Vendor No:
Vendor Name:	Vendor Name:	Vendor Name:
BMI AUTOMOTIVE, LLC		
DBA: NAPA AUTO PARTS		
1790 ARMY DRIVE, SUITE 1		
DEDEDO, GU 96929		
Point of Contact:	Point of Contact:	Point of Contact:
SALES		
Date: 6/08/2023	Date:	Date:
Phone: 671 637-7844	Phone:	Phone:
Fax #: 671 637-7592	Fax #:	Fax #:
Delivery:	Delivery:	Delivery:

DESCRIPTION	QTY	UNIT	QTY	UNIT PRICE	EXTENSION	QTY	UNIT PRICE	EXTENSION	QTY	UNIT PRICE	EXTENSION
BLANKET PURCHASE AGREEMENT	1	LOT	1	1000.000	1000.00	* * N O Q U O T E * *	* * N O Q U O T E * *				
SUPPLEMENTAL FUNDS FOR:					Selected						
SMALL ENGINE PARTS: BUSH											
CUTTERS; CHAINSAW; LAWN MOWER;											
RIDING MOWER; BLOWER; FUSE											
FOR GENERATOR; SCREWS; ETC.											
TO BE DRAWN ON AN AS NEEDED											
BASIS COMMENCING UPON RECEIPT											
OF PURCHASE ORDER AND EXPIRING											
ON 6/22/23 OR UPON EXHAUSTION											
OF FUNDS WHICHEVER OCCURS											
FIRST.											
AUTHORIZED PERSONNEL:											
DARREN MUNA @DPW											
FRED FERNANDEZ											
PURSUANT TO EXECUTIVE ORDER											
NO. 2023-02 & 2023-05											
Mat. Costs					1000.00						
Amt. Disc.											
Loc.Pref.10											
Loc.Pref.15											
Net Total					1000.00						

ASSIGNED BUYER: GSAPALK

REQUISITION EMERGENCY

REQUISITION #: Q230299052

APPROPRIATION: 5101H230299FM105230

TO: PROCUREMENT FACILITIES MGMT.DIVISION ADMINISTRATOR

ENCUMBERED DATE

6/08/2023

SUBMITTED BY:

Quenga, Marie T. -Office of Homeland S

AUTHORIZED DEPARTMENT REPRESENTATIVE

SIGNATURE

DATE

DEPARTMENT/DIVISION: FEMA EXPENDITURES (GHS)

REQUEST DATE: 6/08/2023

ITEM NO.	DESCRIPTION OF ITEM	UOM	QTY	UNIT PRICE	AMOUNT
1	BLANKET PURCHASE AGREEMENT TO BE DRAWN ON AS NEEDED BASIS SUPPLEMENTAL REQUISITION Q230299045  TO PURCHASE PARTS FOR SMALL ENGINE PARTS FOR BUSH CUTTER CHAINSAW, LAWN MOWER, RIDING MOWER, BLOWER, GENERATOR FUSE, TOOLS, SCREWS ETC.  AUTHORIZED PERSONNEL	EA	1	1000.00	1000.00
TOTAL =====>					1000.00

JUSTIFICATION:

\*\* PRINT NAME & SIGN

( ) APPROVAL

( ) DISAPPROVAL

RECEIVED BY  
(CERTIFYING OFFICER)

DATE

APPROVING AUTHORITY (DIRECTOR)

ASSIGNED BUYER: GSACRUZA

REQUISITION BLANKET PA

REQUISITION #: Q230299052

APPROPRIATION: 5101H230299FM105230

TO: PROCUREMENT FACILITIES MGMT.DIVISION ADMINISTRATOR

ENCUMBERED DATE

6/08/2023

SUBMITTED BY:

Quenga, Marie T. -Office of Homeland S

AUTHORIZED DEPARTMENT REPRESENTATIVE

SIGNATURE

DATE

DEPARTMENT/DIVISION: FEMA EXPENDITURES (GHS)

REQUEST DATE: 6/08/2023

ITEM NO.	DESCRIPTION OF ITEM	UOM	QTY	UNIT PRICE	AMOUNT
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TOTAL =====>					1000.00

JUSTIFICATION:

\*\* PRINT NAME & SIGN

( ) APPROVAL

( ) DISAPPROVAL

RECEIVED BY

DATE

(CERTIFYING OFFICER)

APPROVING AUTHORITY (DIRECTOR)



**PURCHASE ORDER**  
GENERAL SERVICES AGENCY  
DEPARTMENT OF ADMINISTRATION  
GOVERNMENT OF GUAM

148 Route 1  
Marine Drive  
Piti, Guam 96925

**TRAN CODE**

THIS PURCHASE ORDER NUMBER

**No. P236E00117**

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

F.O.B.

\*AIR FREIGHT TEL. CONTACT SHIP VIA:

DATE

6/08/2023

JOB ORDER NO.

029923105230

OBJCL

230

PREPAID-SHOW SHIPPING CHARGES AS SEPARATE ITEM ON INVOICE.

**V  
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TO:

BMI AUTOMOTIVE, LLC  
DBA: NAPA AUTO PARTS  
1790 ARMY DRIVE, SUITE 101  
DEDED0, GU 96929  
Telephone: 671 637-7844 Fax: 671 637-7592  
Email: MOSAWA@BMIGUAM.COM

**VENDOR**

G3521201

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CONSIGNEE, DESTINATION & MARKING

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

AUTHORITY  
3113

\*\* INVITATION NO.

\*\* CONTRACT NO.

TIME FOR DELIVERY  
SEE BELOW

EXPIRING

DISCOUNT TERMS:

ITEM	ARTICLES OF SERVICES	QTY	UNIT	UNIT PRICE	AMOUNT	DOCUMENT NUMBER	FAC
	<b>BLANKET PURCHASE AGREEMENT SUPPLEMENTAL FUNDS FOR: SMALL ENGINE PARTS: BUSH CUTTERS; CHAINSAW; LAWN MOWER; RIDING MOWER; BLOWER; FUSE FOR GENERATOR; SCREWS; ETC.</b>  <b>TO BE DRAWN ON AN AS NEEDED BASIS COMMENCING UPON RECEIPT OF PURCHASE ORDER AND EXPIRING ON 6/22/23 OR UPON EXHAUSTION OF FUNDS WHICHEVER OCCURS FIRST.</b>  <b>AUTHORIZED PERSONNEL: DARREN MUNA @DPW FRED FERNANDEZ</b>  <b>PURSUANT TO EXECUTIVE ORDER NO. 2023-02 &amp; 2023-05 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 of Guam inclusive of but not limited to taxes, fees, and returned checks other damages, penalties, and Attorney's fees, after failure to pay To be coordinated between the agency and vendor ALL LATE DELIVERIES AND ACCEPTANCES ARE SUBJECT TO THE LIQUIDATED DAMAGES CLAUSE IN SECTION 6101(9) (a) OF THE GAR.</b>				1000.00	0230299052	

**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 884, AGANA, GUAM 96910.  
C. PAYMENT IN THIRTY (30) DAYS UPON RECEIPT OF MERCHANDISE IN GUAM IN GOOD CONDITION.  
D. THIS ORDER SUBJECT TO CONDITIONS ON REVERSE SIDE.  
E. \* THIS ORDER IS SUBJECT TO THE SPECIAL PROVISIONS, AND BID GENERAL TERMS AND CONDITIONS SPECIFIED ON THIS BID.  
F. \* ON ALL AIR SHIPMENTS HAVE AIR FREIGHT COMPANY CALL THIS NUMBER UPON ARRIVAL OF GOODS IN GUAM.

1000.00

**↑ 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 OR SERVICES. ALL CORRESPONDENCE PERTAINING TO THIS ORDER INCLUDING INVOICES, SHIPPING DOCUMENTS AND PACKAGES MUST BEAR THE PURCHASE ORDER NUMBER SHOWN ABOVE.  
SEE REVERSE SIDE FOR PURCHASE ORDER TERMS AND CONDITIONS.

ADVANCE PAYMENT  
AUTHORIZATION

PAYMENT  
ENCLOSED ☐

SIGNATURE:

Claudia S. Ray

Chief Procurement Officer

PAGE 1 OF 3

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**PURCHASE ORDER**  
GENERAL SERVICES AGENCY  
DEPARTMENT OF ADMINISTRATION  
GOVERNMENT OF GUAM

148 Route 1  
Marine Drive  
Piti, Guam 96925

**TRAN CODE**

THIS PURCHASE ORDER NUMBER

No. P236E00117

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

F.O.B.

\*AIR FREIGHT TEL. CONTACT

SHIP VIA:

DATE

6/06/2023

JOB ORDER NO.

029923105230

OBJCL

230

PREPAID-SHOW SHIPPING CHARGES AS SEPARATE ITEM ON INVOICE

**V  
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TO:

BMI AUTOMOTIVE, LLC  
DBA: NAPA AUTO PARTS  
1790 ARMY DRIVE, SUITE 101  
DEDED0, GU 96929  
Telephone: 671 637-7844 Fax: 671 637-7592  
Email: MOSAWA@BMIGUAM.COM

**VENDOR**

G3521201

CONSIGNEE, DESTINATION & MARKING

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

AUTHORITY  
3113

\*\* INVITATION NO.

\*\* CONTRACT NO.

TIME FOR DELIVERY

SEE BELOW

EXPIRING

DISCOUNT TERMS:

ITEM	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 884, AGANA, GUAM 96910.  
C. PAYMENT IN THIRTY (30) DAYS UPON RECEIPT OF MERCHANDISE IN GUAM IN GOOD CONDITION.  
D. THIS ORDER SUBJECT TO CONDITIONS ON REVERSE SIDE.  
E. \* THIS ORDER IS SUBJECT TO THE SPECIAL PROVISIONS, AND BID GENERAL TERMS AND CONDITIONS SPECIFIED ON THIS BID.  
F. \* ON ALL AIR SHIPMENTS HAVE AIR FREIGHT COMPANY CALL THIS NUMBER UPON ARRIVAL OF GOODS IN GUAM.

1000.00

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

INSERT CHANGES AND RETURN THIS ORDER FOR AMENDMENT.

↑ **TOTAL** ↑

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

ADVANCE PAYMENT AUTHORIZATION

PAYMENT ENCLOSED ☐

SIGNATURE:

*Claudia S. Ray*  
Claudia S. Ray

Chief Procurement Officer

PAGE 2 OF 3

Control No.

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**PURCHASE ORDER**  
GENERAL SERVICES AGENCY  
DEPARTMENT OF ADMINISTRATION  
GOVERNMENT OF GUAM

148 Route 1  
Marine Drive  
Piti, Guam 96925

**TRAN CODE**

THIS PURCHASE ORDER NUMBER

No. P236E00117

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

F.O.B.

\*AIR FREIGHT TEL. CONTACT

SHIP VIA:

DATE

6/08/2023

JOB ORDER NO.

029923105230

OBJCL

230

PREPAID-SHOW SHIPPING CHARGES AS SEPARATE ITEM ON INVOICE

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TO:

BHI AUTOMOTIVE, LLC  
DBA: NAPA AUTO PARTS  
1790 ARMY DRIVE, SUITE 101  
DEDEDO, GU 96929  
Telephone: 671 637-7844 Fax: 671 637-7592  
Email: MOSAWA@BHI.GUAM.COM

**VENDOR**

G3521201

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CONSIGNEE, DESTINATION & MARKING

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

TYPHOON HAWAR RECOVERY

AUTHORITY  
3113

\*\* INVITATION NO.

\*\* CONTRACT NO.

TIME FOR DELIVERY  
SEE BELOW

EXPIRING

DISCOUNT TERMS:

ITEM	ARTICLES OF SERVICES	QTY	UNIT	UNIT PRICE	AMOUNT	DOCUMENT NUMBER	FAC
	* * * * * VENDOR ACKNOWLEDGMENT * * * * * RETURN TO SUPPLY MANAGEMENT DIVISION * * * * * DATE OF RECEIPT OF THIS ORDER _____ * * * * * SIGNATURE _____ * * * * * NAME/TITLE _____ * * * * * * * * * * RECEIVING REPORT COPY * * * * * 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: _____ * * * * * * * * * *						

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C. PAYMENT IN THIRTY (30) DAYS UPON RECEIPT OF MERCHANDISE IN GUAM IN GOOD CONDITION.  
D. THIS ORDER SUBJECT TO CONDITIONS ON REVERSE SIDE.  
E. \* THIS ORDER IS SUBJECT TO THE SPECIAL PROVISIONS, AND BID GENERAL TERMS AND CONDITIONS SPECIFIED ON THIS BID.  
F. \* ON ALL AIR SHIPMENTS HAVE AIR FREIGHT COMPANY CALL THIS NUMBER UPON ARRIVAL OF GOODS IN GUAM.

1000.00

↑ 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 OR SERVICES. ALL CORRESPONDENCE PERTAINING TO THIS ORDER INCLUDING INVOICES, SHIPPING DOCUMENTS AND PACKAGES MUST BEAR THE PURCHASE ORDER NUMBER SHOWN ABOVE.  
SEE REVERSE SIDE FOR PURCHASE ORDER TERMS AND CONDITIONS.

ADVANCE PAYMENT  
AUTHORIZATION

PAYMENT  
ENCLOSED ☐

SIGNATURE:

Claudia S. Ray

Chief Procurement Officer

PAGE 3 OF 3

Control No.

ORIGINAL/VENDOR'S COPY





**PURCHASE ORDER**  
GENERAL SERVICES AGENCY  
DEPARTMENT OF ADMINISTRATION  
GOVERNMENT OF GUAM

148 Route 1  
Marine Drive  
Piti, Guam 96925

**TRAN CODE**

THIS PURCHASE ORDER NUMBER

**No. P236E00117**

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

F.O.B.	*AIR FREIGHT TEL. CONTACT	SHIP VIA:	DATE 6/08/2023	JOB ORDER NO. 029923105230	OBJCL 230
PREPAID-SHOW SHIPPING CHARGES AS SEPARATE ITEM ON INVOICE.					

<b>V E N D O R</b>	TO:	VENDOR	CONSIGNEE, DESTINATION & MARKING		
	BMI AUTOMOTIVE, LLC DBA: NAPA AUTO PARTS 1790 ARMY DRIVE, SUITE 101 DEDEDO, GU 96929 Telephone: 671 637-7844 Fax: 671 637-7592 Email: MOSAWA@BMIGUAM.COM	G3521201	SHIPPING TO GOVERNORS OFFICE P.O. BOX 2950 HAGATNA, GU 96932-0000  TYPHOON MAWAR RECOVERY		
AUTHORITY 3113	** INVITATION NO.	** CONTRACT NO.	TIME FOR DELIVERY SEE BELOW	EXPIRING	DISCOUNT TERMS:

ITEM	ARTICLES OF SERVICES	QTY.	UNIT	UNIT PRICE	AMOUNT	DOCUMENT NUMBER	FAC
	<p>BLANKET PURCHASE AGREEMENT SUPPLEMENTAL FUNDS FOR: SMALL ENGINE PARTS: BUSH CUTTERS; CHAINSAW; LAWN MOWER; RIDING MOWER; BLOWER; FUSE FOR GENERATOR; SCREWS; ETC.</p> <p>TO BE DRAWN ON AN AS NEEDED BASIS COMMENCING UPON RECEIPT OF PURCHASE ORDER AND EXPIRING ON 6/22/23 OR UPON EXHAUSTION OF FUNDS WHICHEVER OCCURS FIRST.</p> <p>AUTHORIZED PERSONNEL: DARREN MUNA @DPW FRED FERNANDEZ</p> <p>PURSUANT TO EXECUTIVE ORDER NO. 2023-02 &amp; 2023-05</p> <p>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 of Guam inclusive of but not limited to taxes, fees, and returned checks other damages, penalties, and Attorney's fees, after failure to pay To be coordinated between the agency and vendor ALL LATE DELIVERIES AND ACCEPTANCES ARE SUBJECT TO THE LIQUIDATED DAMAGES 6101(9) (a) OF THE GAR.</p>				1000.00	0230299052	

**SPECIAL INSTRUCTIONS TO VENDOR:**

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GOVERNMENT OF GUAM, P.O. BOX 884, AGANA, GUAM 96910.
- C. PAYMENT IN THIRTY (30) DAYS UPON RECEIPT OF MERCHANDISE IN GUAM IN GOOD CONDITION.
- D. THIS ORDER SUBJECT TO CONDITIONS ON REVERSE SIDE.
- E. \* THIS ORDER IS SUBJECT TO THE SPECIAL PROVISIONS, AND BID GENERAL TERMS AND CONDITIONS SPECIFIED ON THIS BID.
- F. \* ON ALL AIR SHIPMENTS HAVE AIR FREIGHT COMPANY CALL THIS NUMBER UPON ARRIVAL OF GOODS  
IN GUAM.

1000.00

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

INSERT CHANGES AND RETURN  
THIS ORDER FOR AMENDMENT.

↑ TOTAL ↑

SIGNATURE:

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

ADVANCE PAYMENT  
AUTHORIZATION

PAYMENT  
ENCLOSED ☐

Claudia S. Ray

NAME

Chief Procurement Officer

TITLE





**PURCHASE ORDER**  
GENERAL SERVICES AGENCY  
DEPARTMENT OF ADMINISTRATION  
GOVERNMENT OF GUAM

148 Route 1  
Marine Drive  
Piti, Guam 96925

**TRAN CODE**

THIS PURCHASE ORDER NUMBER

**No. P236E00117**

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

F.O.B.	*AIR FREIGHT TEL. CONTACT	SHIP VIA:	DATE 6/08/2023	JOB ORDER NO. 029923105230	OBJCL 230
PREPAID-SHOW SHIPPING CHARGES AS SEPARATE ITEM ON INVOICE.					

<b>V E N D O R</b>	TO:	VENDOR	CONSIGNEE, DESTINATION & MARKING		
	BMI AUTOMOTIVE, LLC DBA: NAPA AUTO PARTS 1790 ARMY DRIVE, SUITE 101 DEDEDO, GU 96929 Telephone: 671 637-7844 Fax: 671 637-7592 Email: MOSAWA@BMIGUAM.COM	G3521201	SHIPP TO GOVERNORS OFFICE P.O. BOX 2950 HAGATNA, GU 96932-0000 TYPHOON MAWAR RECOVERY		
AUTHORITY 3113	** INVITATION NO.	** CONTRACT NO.	TIME FOR DELIVERY SEE BELOW	EXPIRING	DISCOUNT TERMS:

ITEM	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 INSTRUCTION S TO VENDOR:**

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- E. \* THIS ORDER IS SUBJECT TO THE SPECIAL PROVISIONS, AND BID GENERAL TERMS AND CONDITIONS SPECIFIED ON THIS BID.
- F. \* ON ALL AIR SHIPMENTS HAVE AIR FREIGHT COMPANY CALL THIS NUMBER UPON ARRIVAL OF GOODS IN GUAM.

1000.00

↑ 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 OR SERVICES. ALL CORRESPONDENCE PERTAINING TO THIS ORDER INCLUDING INVOICES, SHIPPING DOCUMENTS AND PACKAGES MUST BEAR THE PURCHASE ORDER NUMBER SHOWN ABOVE.  
SEE REVERSE SIDE FOR PURCHASE ORDER TERMS AND CONDITIONS.

ADVANCE PAYMENT  
AUTHORIZATION

PAYMENT  
ENCLOSED ☐

SIGNATURE:

Claudia S. Ray

NAME

Chief Procurement Officer

TITLE





**PURCHASE ORDER**  
GENERAL SERVICES AGENCY  
DEPARTMENT OF ADMINISTRATION  
GOVERNMENT OF GUAM

148 Route 1  
Marine Drive  
Piti, Guam 96925

**TRAN CODE**

THIS PURCHASE ORDER NUMBER

**No. P236E00117**

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

F.O.B.

\*AIR FREIGHT TEL. CONTACT

SHIP VIA:

DATE

6/08/2023

JOB ORDER NO.

029923105230

OBJCL

230

PREPAID-SHOW SHIPPING CHARGES AS SEPARATE ITEM ON INVOICE.

**V  
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TO:

BMI AUTOMOTIVE, LLC  
DBA: NAPA AUTO PARTS  
1790 ARMY DRIVE, SUITE 101  
DEDED0, GU 96929  
Telephone: 671 637-7844 Fax: 671 637-7592  
Email: MOSAWA@BMIGUAM.COM

**VENDOR**

G3521201

**S  
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CONSIGNEE, DESTINATION & MARKING

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

TYPHOON MAWAR RECOVERY

AUTHORITY  
3113

\*\* INVITATION NO.

\*\* CONTRACT NO.

TIME FOR DELIVERY  
SEE BELOW

EXPIRING

DISCOUNT TERMS:

ITEM	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 INSTRUCTION S 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 884, AGANA, GUAM 96910.
- C. PAYMENT IN THIRTY (30) DAYS UPON RECEIPT OF MERCHANDISE IN GUAM IN GOOD CONDITION.
- D. THIS ORDER SUBJECT TO CONDITIONS ON REVERSE SIDE.
- E. \* \* THIS ORDER IS SUBJECT TO THE SPECIAL PROVISIONS, AND BID GENERAL TERMS AND CONDITIONS SPECIFIED ON THIS BID.
- F. \* ON ALL AIR SHIPMENTS HAVE AIR FREIGHT COMPANY CALL THIS NUMBER UPON ARRIVAL OF GOODS IN GUAM.

1000.00

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

INSERT CHANGES AND RETURN  
THIS ORDER FOR AMENDMENT.

↑ TOTAL ↑

SIGNATURE:

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

ADVANCE PAYMENT  
AUTHORIZATION

PAYMENT  
ENCLOSED ☐

Claudia S. Ray

NAME

Chief Procurement Officer

TITLE