

### Republic of the Philippines

Province of Davao del Norte Government Center, Mankilam, Tagum City

## **PURCHASE ORDER**

Supplier: TRI-STAR GAS STATION

P.O. Number: 2025051643 Address: FRONTING CAP BLDG., NATIONAL HIGHWAY, MAGUGPO

Date: May 28, 2025 P.R. No.: 2025053278

Procurement mode: Negotiated Procurement -

Direct Retail Purchase

POBLACION, TAGUM CITY, DAVAO DEL NORTE

TIN: <u>763-268-545-001</u>
PhilGEPS Registration No. : <u>2020022108952129238656</u>

Tel./Mobile/Fax No.: 09431340038

Registration Certificate: DTI

Req. Office: District 1

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

Date of Delivery:

Place of Delivery: Location of the winning bidder

Payment Term : ON ACCOUNT

Delivery Term: Pick up

1.N. Quantity/Unit

Item

**Unit Cost** 

Amount

1.00 Lot

DIESEL

284,501.25

284,501.25

Remarks:

1

#### TERMS AND CONDITIONS

- 1. Bid Prices for procurement using the Retail Pump Price or the price of petroleum fuel per liter, such as, gasoline, diesel oil and kerosene, as established by retailers, dealers or gas stations for the day. Cost for E-VAT and other governmental costs which fall equally on all prospective suppliers are presumed to be included in the computation of the bid price.
- 2. For staggered deliveries, the procuring entity shall make, after every delivery, an accounting of the amount actually payable based on the date of the delivery receipt to determine the allowable unit/volume that may still be ordered from the remaining amount allotted for each POL product. The procuring entity shall be allowed to make adjustments in the units/volume to be delivered per type of product to conform to the remaining amount in the total contract price.
- 3. The supplier shall be responsible to dispense fuel to PEO Engineering and Infrastructures District 1 vehicles only and ensure that issued fuel will not exceed PO allocation.
- 4. Fuel, Oil, Lubricants and Other Services shall be available to the PEO Engineering and Infrastructures District 1 upon the issuance of the approved Purchase Order (PO). All purchases must be accompanied by properly accomplished and duly signed PO.
- 5. The supplier shall ensure that a transaction slip/receipt/invoice shall be issued every time fuel is withdrawn or other products/services are given; that the transaction slips accurately reflects any and all purchases charged to the PEO -Engineering and Infrastructures - District 1; maintain a comprehensive register to record all withdrawals made on a per vehicle basis; issue an accurate Statement of Account with copies of transaction slip/receipt/invoice based on terms and

Repair and Maintenance of Various Prov'l Roads & Bridges District 1 Davao del Norte - Limbaan-Sta. Fe-El Salvador In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed. of the Governor: Conforme: Very truly yours, GALE GUADALUPE G. MORTILLERO, MSURG, MHMM (Signature over printed name) Assistant Propingial Administrator (Administration)

(Date) NOTE: This is an important paper and will cause great inconvenience if lost. Claim for payment from the Provincial

APRIL MAE A. LOZADA

Treasurer supported by this form to be attached to the voucher.

Governor



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**Unit Cost** 

**Amount** 

conditions no. 6.

6. Payment shall be made by the PEO - Engineering and Infrastructures - District 1 within 30 calendar day/s from receipt of the 15 days billing with complete attachments covering actual purchases.

- 7. The supplier shall provide immediately the following documentary requirements for the processing of payment, viz:
  - a) Mayor's permit
  - b) BIR Certificate of Registration
  - c) Omnibus Sworn Statement
  - d) PhilGEPS Registration Number (Number only Red or Platinum Membership)
- 8. The supplier shall be located within 8 km radius from the requisitioning office.
- 9. No advance withdrawal is allowed prior to the approval of the Purchase Order.

Treasurer supported by this form to be attached to the voucher.

- 10. Additional fund allocation due to supplemental budget, augmentation shall follow the usual procedures of procurement.
- 11. The supplier shall provide fuel, oil, lubricants and other products/services requirement of the PEO Engineering and Infrastructures - District 1 service vehicles including free of charge basic services like windshield cleaning, oil/water level checking, and tire pressure gauge measurement.
- 12. The PEO Engineering and Infrastructures District 1 reserves the right to withdraw or cancel the Purchase Order, should there issues which shall arise in terms of customer service or in accordance with Annex "I" of the 2016 revised IRR of RA No. 9184, without thereby incurring any liability to the affected supplier.

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(Date) (Date) NOTE:

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> The award is based on Memorandum Circular No. 04 series of 2022 and PR No. 2025053278 under Quotation No. L20252158 opened on May 28, 2025

Repair and Maintenance of Various Prov'l Roads & Bridges District 1 Davao del Norte - Limbaan-Sta. Fe-El Salvador			
Grand Total Amount in Words: TWO HUNDRED EIGHTY-FOUR THOUSAND FIVE HUNDRED ONE AND 25 / 100	GRAND	TOTAL:	₱ 284,501.25
(Signature over printed name)	re, a penal	By the Authority of the GALEGUARAUPEG. MORRILL Assistant Provincial Administration I. JUB Governo	ANN SIRG, MH M tor (Administration)
(Date)		(Date)	- 1
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