

Republic of the Philippines

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

PURCHASE ORDER

Supplier: JM PHOENIX STATION

Address: STA.CRUZ BRGY.MANKILAM TAGUM CITY

PhilGEPS Registration No.: 201701185833912528053 Tel./Fax No.: 09352586683

Registration Certificate: DTI

Req. Office: Provincial Environment and Natural Resources Office

P.O. Number: 2024030444



Date: Feb 28, 2024 P.R. No.: 2024021363

Procurement mode: Negotiated Procurement -

Direct Retail Purchase

(POL/AT)

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

Date of Delivery:

MAY 02, 2024 Place of Delivery: Location of the winning bidder

Payment Term: ON ACCOUNT

Delivery Term: Pick up

I.N.	Quantity/Unit	Item	Unit Cost	Amount
1	1.00 Lot	DIESEL	100,000.00	100,000.00
2	1.00 Lot	GASOLINE	40,000.00	40,000.00
3	1.00 Lot	Oil	47,500.00	47,500.00

Remarks: 1. Payment shall be based on actual pump price

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 Provincial Environment and Natural Resources Office vehicles only and ensure that issued fuel will not exceed PO allocation.
- 4. Fuel, Oil, Lubricants and Other Services shall be available to the Provincial Environment and Natural Resources Office 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 The supplier shall ensure that a transaction slip/receipt/invoice shall be issued every time fuel is withdrawn or other products/services are given; that the transaction slips accurately reflects any and all purchases charged to the Provincial

For PENRO Vehicle consumption for 2nd Quarter of 2024 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. Aythority of the Governors Conforme: Very truly yours, GALE GUADALIPE G. MORTILLERO, MSLRG, MHRM Assistant Provincial Administrator (Administration)
[EDWIN I. JUBAHIB (Signature over printed name) 04-05-2024 Governor (Date)

Treasurer supported by this form to be attached to the voucher. **RIENA R. MAHINAY**

This is an important paper and will cause great inconvenience if lost. Claim for payment from the Provincial

NOTE:



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I.N.

Quantity/Unit

Unit Cost

Environment and Natural Resources Office; 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 conditions no. 6.

- 6. Payment shall be made by the Provincial Environment and Natural Resources Office within 35 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 1.5 radius from the requisitioning office.
- 9. No advance withdrawal is allowed prior to the approval of the Purchase Order.
- 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 Provincial Environment and Natural Resources Office service vehicles including free of charge basic services like windshield cleaning, oil/water level checking, and tire pressure gauge measurement.
- 12. The Provincial Environment and Natural Resources Office 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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Quantity/Unit

Item

Unit Cost

Amount

The award is based on Memorandum Circular No. 04 series of 2022 and PR No. 2024021363 under Quotation No. L20241057 opened on February 28, 2024

For PENRO Vehicle consumption for 2nd Quarter of 2024 Grand Total Amount in Words: ONE HUNDRED EIGHTY-SEVEN THOUSAND FIVE **GRAND TOTAL:** P 187,500.00 **HUNDRED AND XX / 100** 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. Conforme: Very truly yours, LANADOR GALF GUADACUPE G. MORTILLERO, MSLRG, MHRM EDWIN I. JUBAHIB (Signature over printed name) Governor 04-05-2024

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RIENA R. MAHINAY