


PURCHASE ORDER

Supplier : REFUELS GAS STATION Address : P-4 CAMBANOYOY ASUNCION KAPALONG DAVAO DEL NORTE PhilGEPS Registration No. : 331023 Tel./Mobile/Fax No. : 09859931288 Registration Certificate : DTI	P.O. Number: 2024041016  020240410163F75A145E Date : Apr 26, 2024 P.R. No. : 2024042172 Procurement mode: Negotiated Procurement - Direct Retail Purchase (POL/AT)
Req. Office : SK Federation President BM HELEN MAE I. DISCAYA	

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

Date of Delivery : _____ Payment Term : ON ACCOUNT Place of Delivery : PGSO Warehouse	Delivery Term: Pick up Partial delivery NOT ALLOWED
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I.N.	Quantity/Unit	Item	Unit Cost	Amount
1	1.00 Lot	GASOLINE High quality	19,968.00	19,968.00
2	1.00 Lot	DIESEL High quality	179,950.00	179,950.00

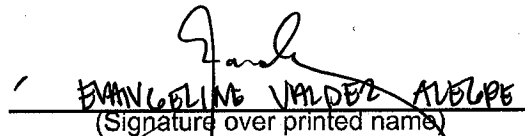
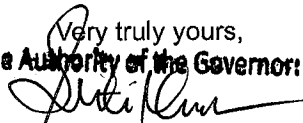
Remarks :

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 **SK Federation President BM HELEN MAE I. DISCAYA** vehicles only and ensure that issued fuel will not exceed PO allocation.
4. Fuel, Oil, Lubricants and Other Services shall be available to the **SK Federation President BM HELEN MAE I. DISCAYA** 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

Procurement of Fuel, oil and Lubricant for BM Discaya for the 2nd quarter of CY 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.


Conforme :  <u>EVANGELINA VALDEZ AVEUPE</u> (Signature over printed name) <u>09/29/24</u> (Date)	Very truly yours, By the Authority of the Governor:  GALE GUADALUPE G. MORTILLERO, MSLRG, MHRM Assistant Provincial Administrator (Administration)
DE CARLO L. UY Acting Governor	

NOTE: This is an important paper and will cause great inconvenience if lost. Claim for payment from the Provincial Treasurer supported by this form to be attached to the voucher.

PAUL JOHN P. ENSON



PURCHASE ORDER

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products/services are given; that the transaction slips accurately reflects any and all purchases charged to the **SK Federation President BM HELEN MAE I. DISCAYA**; 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 **SK Federation President BM HELEN MAE I. DISCAYA** within **10** 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 **9 kilometers** radius from the requisitioning office.

9. No advance withdrawal is allowed prior to the approval of the Purchase Order.

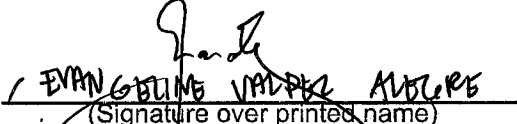
10. Additional fund allocation due to supplemental budget, augmentation shall follow the usual procedures of procurement.

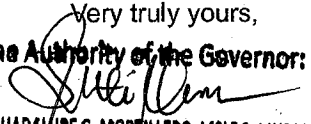
11. The supplier shall provide fuel, oil, lubricants and other products/services requirement of the **SK Federation President BM HELEN MAE I. DISCAYA** service vehicles including free of charge basic services like windshield cleaning, oil/water level checking, and tire pressure gauge measurement.

12. The **SK Federation President BM HELEN MAE I. DISCAYA** 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.

Procurement of Fuel, oil and Lubricant for BM Discaya for the 2nd quarter of CY 2024

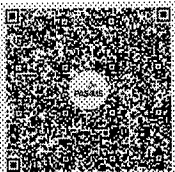
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Conforme :

 EVAN G. BUNING VADPZ MLCRPS
 (Signature over printed name)
 09/21/24
 (Date)


Very truly yours,
 By the Authority of the Governor:

 GALE GUADALUPE G. MORTILLERO, MSLRG, MHRM
 Assistant Provincial Administrator (Administration)
 DE CARLO L. UY
 Acting Governor

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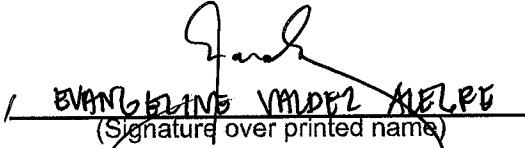
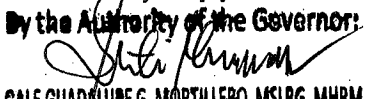
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The award is based on **Memorandum Circular No. 04 series of 2022** and **PR No. 2024042172** under Quotation No. **L20241833** opened on **April 26, 2024**

Procurement of Fuel, oil and Lubricant for BM Discaya for the 2nd quarter of CY 2024	
Grand Total Amount in Words : ONE HUNDRED NINETY-NINE THOUSAND NINE HUNDRED EIGHTEEN AND XX / 100	GRAND TOTAL : ₱ 199,918.00

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 :  _____ (Signature over printed name) _____ 04/27/24 (Date)	Very truly yours, By the Authority of the Governor:  GALE GUADALUPE G. MORTILLERO, MSLRG, MHRM Assistant Provincial Administrator (Administration)
DE CARLO L. UY Acting Governor	

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