

### Republic of the Philippines

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

## **PURCHASE ORDER**

Supplier: TRI-STAR GAS STATION

Address: FRONTING CAP BLDG., NATIONAL HIGHWAY, MAGUGPO

POBLACION, TAGUM CITY, DAVAO DEL NORTE

TIN:

763-268-545-001

PhilGEPS Registration No. : 2020022108952129238656

Tel./Mobile/Fax No.: 09431340038

Registration Certificate: DTI

Req. Office: Office of 1st Dist. BM NICANDRO T. SUAYBAGUIO

P.O. Number: 2024103628



Date: Sep 20, 2024 P.R. No.: 2024095573

Procurement mode: Negotiated Procurement -

**Direct Retail Purchase** 

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

Date of Delivery:

Payment Term : ON ACCOUNT

Place of Delivery: Location of the winning bidder

Delivery Term: Pick up

I.N. Quantity/Unit **Unit Cost** Amount 1 1.00 Lot DIESEL 340,000.00 340,000.00 2 1.00 Lot **GASOLINE** 150,000.00 150,000.00

#### 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 Sangguniang Panlalawigan Office Office of 1st Dist. BM NICANDRO T. SUAYBAGUIO vehicles only and ensure that issued fuel will not exceed PO allocation.
- 4. Fuel, Oil, Lubricants and Other Services shall be available to the Sangguniang Panlalawigan Office Office of 1st Dist. BM NICANDRO T. SUAYBAGUIO 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 The supplier shall ensure that a transaction slip/receipt/invoice shall be issued every time fuel is withdrawn or other products/services are given; that the transaction slips accurately reflects any and all purchases charged to the Office of 1st Dist.

for the office use of Hon. Nicandro T. Suaybaguio, Jr. for 4th quarter 2024 (October - December 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:

NOTE:

CATHERINESEKRANO

Very truly yours,

(Signature over printed name)

9130 124

JUBAHIB Provincial Governor

(Date)

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.

**JAKE G. ABEJERO** 



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	of Delivery :of of Delivery : _Loc	Payment Term : ON ACCOUNT ation of the winning bidder	Delivery Term: <b>Pick up</b>	
I.N.	Quantity/Unit	Item	Unit Cost	Amount

BM NICANDRO T. SUAYBAGUIO; 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 Office of 1st Dist. BM NICANDRO T. SUAYBAGUIO within 15 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 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 Sangguniang Panlalawigan Office - Office of 1st Dist. BM NICANDRO T. SUAYBAGUIO service vehicles including free of charge basic services like windshield cleaning, oil/water level checking, and tire pressure gauge measurement.
- 12. The Office of 1st Dist. BM NICANDRO T. SUAYBAGUIO 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.

	se of Hon. Nicandro T. Suaybaguio, Jr. for 4th	7	
In cas for every day o	e of failure to make the full delivery within the	e time specified above, a penalty of one-tenth (1/10) of one perce	
Conforme :	CATHERINE SERJANO	Very truly yours,	
_	(Signature over printed name) ターフレー (Date)	EDWIN JUBAHIB Provincial Governor	

Treasurer supported by this form to be attached to the voucher. JAKE G. ABEJERO



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> The award is based on Memorandum Circular No. 04 series of 2022 and PR No. 2024095573 under Quotation No. L20245407 opened on September 20, 2024

for the office use of Hon. Nicandro T. Suaybaguio, Jr. for 4th quarter 2024 (October - December 2024) Grand Total Amount in Words: FOUR HUNDRED NINETY THOUSAND AND XX / 100 **GRAND TOTAL: P** 490,000.00 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: Very truly yours, CATUTOMO (Signature over printed name) 9/30/24 Provincial Governo (Date)

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JAKE G. ABEJERO