




Republic of the Philippines  
Province of Davao del Norte  
Government Center, Mankilam, Tagum City

PURCHASE ORDER

Supplier : <b>AUTOFILL PETRON SERVICE STATION</b>	P.O. Number: <b>2025103874</b>
Address : <b>National Highway Sto. nino Gredu Panabo City</b>	 <b>O202510387443C49CA67</b>
TIN: <b>102-305-237-00000</b> PhilGEPS Registration No. : <b>201712122488894306859</b> Tel./Mobile/Fax No. : <b>09159361038</b> Registration Certificate : <b>DTI</b>	Date : <b>Oct 03, 2025</b> P.R. No. : <b>2025106424</b> Procurement mode: <b>Negotiated Procurement - Direct Retail Purchase (POL)</b>
Req. Office : <b>IPMR Representative Board Member Ariel S. Macia</b>	

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

Date of Delivery : _____	Payment Term : <b>ON ACCOUNT</b>	Delivery Term: <b>9 Pick up</b>
Place of Delivery : <b>Location of the winning bidder</b>		

I.N.	Quantity/Unit	Item	Unit Cost	Amount
1	1.00 Lot	GASOLINE	177,698.40	177,698.40
2	1.00 Lot	DIESEL	148,534.10	148,534.10

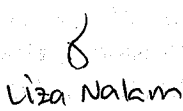
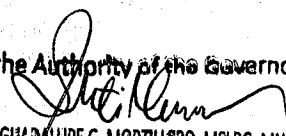
Remarks :

TERMS AND CONDITIONS

- 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.
- 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.
- The supplier shall be responsible to dispense fuel to **Sangguniang Panlalawigan Office - IPMR Representative Board Member Ariel S. Macia** vehicles only and ensure that issued fuel will not exceed PO allocation.
- Fuel, Oil, Lubricants and Other Services shall be available to the **Sangguniang Panlalawigan Office - IPMR Representative Board Member Ariel S. Macia** upon the issuance of the approved Purchase Order (PO). All purchases must be accompanied by properly accomplished and duly signed PO.
- 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 **IPMR**

<b>BM MACLA 4TH QUARTER GASOLINE OIL &amp; LUBRICANTS</b>
---

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 :  <b>Liza Nakam</b> (Signature over printed name) <b>10/6/2025</b> (Date)	Very truly yours,  <b>GALE GUADALUPE G. MORTILLERO, MPA, LG, MHRM</b> Assistant Provincial Administrator (Administration) <b>EDWIN T. JOBANIB</b> Governor (Date)
---	--

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.

DEXTER L. ELARCOSA



Republic of the Philippines  
Province of Davao del Norte  
Government Center, Mankilam, Tagum City

PURCHASE ORDER

Supplier :AUTOFILL PETRON SERVICE STATION

P.O. Number: 2025103874

Address :National Highway Sto. nino Gredu Panabo City



O202510387443C49CA67

TIN: 102-305-237-00000

PhilGEPS Registration No. : 201712122488894306859

Tel./Mobile/Fax No. : 09159361038

Registration Certificate : DTI

Date : Oct 03, 2025

P.R. No. : 2025106424

Procurement mode: Negotiated Procurement -  
Direct Retail Purchase

Req. Office : IPMR Representative Board Member Ariel S. Macla

(POL)

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

Date of Delivery : Payment Term : ON ACCOUNT

Delivery Term: 9 Pick up

Place of Delivery : Location of the winning bidder

I.N.	Quantity/Unit	Item	Unit Cost	Amount
------	---------------	------	-----------	--------

Representative Board Member Ariel S. Macla; 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 IPMR Representative Board Member Ariel S. Macla 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 24.4 KM 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 - IPMR Representative Board Member Ariel S. Macla service vehicles including free of charge basic services like windshield cleaning, oil/water level checking, and tire pressure gauge measurement.

12. The IPMR Representative Board Member Ariel S. Macla 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

BM MACLA 4TH QUARTER GASOLINE OIL & LUBRICANTS

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 :

Liza Nalam  
(Signature over printed name)

10/6/2025  
(Date)

Very truly yours,

By the Authority of the Governor:

GALE GUADALUPE G. MORTILERO, MLRG, MHAM  
Assistant Provincial Administrator (Administration)  
EDWIN I. JUBAHIB  
Governor

(Date)

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.

DEXTER L. ELARCOSA



Republic of the Philippines  
Province of Davao del Norte  
Government Center, Mankilam, Tagum City

PURCHASE ORDER

Supplier :AUTOFILL PETRON SERVICE STATION

P.O. Number: 2025103874

Address :National Highway Sto. nino Gredu Panabo City



O202510387443C49CA67

TIN: 102-305-237-00000

PhilGEPS Registration No. : 201712122488894306859

Tel./Mobile/Fax No. : 09159361038

Registration Certificate : DTI

Date : Oct 03, 2025

P.R. No. : 2025106424

Procurement mode: Negotiated Procurement -  
Direct Retail Purchase  
(POL)

Req. Office : IPMR Representative Board Member Ariel S. Macia

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

Date of Delivery : Payment Term : ON ACCOUNT

Delivery Term: 9 Pick up

Place of Delivery : Location of the winning bidder

I.N.	Quantity/Unit	Item	Unit Cost	Amount
------	---------------	------	-----------	--------

No. 9184, without thereby incurring any liability to the affected supplier.

The award is based on Memorandum Circular No. 04 series of 2022 and PR No. 2025106424 under Quotation No. L20254760 opened on October 03, 2025

BM MACLA 4TH QUARTER GASOLINE OIL & LUBRICANTS

Grand Total Amount in Words : THREE HUNDRED TWENTY-SIX THOUSAND TWO HUNDRED THIRTY-TWO AND 50 / 100

GRAND TOTAL : P 326,232.50

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 :

Liza Nalam

(Signature over printed name)

10/6/2025

(Date)

Very truly yours,

By the Authority of the Governor:

GALE GUABALUPE G. MORTILLERO, MBRG, MHRM  
Assistant Provincial Administrator (Administration)

EDWIN I. JUBAÑIB

Governor

(Date)

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.

DEXTER L. ELARCOSA