Republic of the Philippines
PROVINCE OF SOUTHERN LEYTE
City of Maasin

# PURCHASE ORDER

Provincial Government of southern Leyte
Agency/Procuring Entry

Supplier : **KOJAC ENTERPRISES AND GENERAL SERVICES**
Address : Maasin City, Southern Leyte
Tel.No. :
TIN :

P.O. No. : 0534
Date : DEC 03 2021
Mode of Procurement:
Small Value Procurement
PR. No./s: **0792**

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

Place of delivery: PGSO
Date of Delivery: 30 calendar days

| Item No. | UNIT | QTY | DESCRIPTION | UNIT COST | AMOUNT |
|---|---|---|---|---|---|
| 1 | pc | 1 | Oil Filter | 850.00 | 850.00 |
| 2 | pc | 1 | Aircon Filter | 1,500.00 | 1,500.00 |
| 3 | gal | 2 | Engine Oil 5W40 | 4,000.00 | 8,000.00 |
| 4 | jo | 1 | Labor | 400.00 | 400.00 |
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PGSO RECEIVED BY NAME 12/3/21 DATE

OFFICE OF THE PROVINCIAL AUDITOR RECEIVED DATE 01/03/22 BY: 4:44PM MAASIN, SOUTHERN LEYTE

*Note: Please see terms and conditions at the back* **10,750.00**

(Total Amount in Words) TEN THOUSAND SEVEN HUNDRED FIFTY PESOS ONLY

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one (1) percent of everyday of delay shall be imposed.

Conforme:

BALTAZAR S. AVILA
Signature Over Printed Name of Supplier

Date 12-13-21

**DAMIAN G. MERCADO**
Provincial Governor
Authorized Official

(In case of Negotiated Purchase pursuant to Section 369 (a) of RA 7160, this portion must be accomplished.)

Approved per Sanggunian Resolution No.:_____

Certified Correct: _____ Date: _____
Secretary to the Sanggunian