

**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. : **0026**  
 Date : **09 MAR 2021**  
 Mode of Procurement:  
 Small Value Procurement  
 PR. No./s: **0022**

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

Place of delivery: PGSO

Date of Delivery: 20 calendar days

| Item No. | UNIT  | QTY | DESCRIPTION                     | UNIT COST | AMOUNT   |
|----------|-------|-----|---------------------------------|-----------|----------|
| 1        | liter | 7   | Engine Oil 15W40                | 350.00    | 2,450.00 |
| 2        | pc    | 1   | Oil Filter                      | 400.00    | 400.00   |
| 3        | can   | 1   | Brake Cleaner                   | 350.00    | 350.00   |
| 4        | jo    | 2   | Check/Cean Brake front and rear | 600.00    | 1,200.00 |
| 5        | jo    | 1   | Labor Change Oil                | 450.00    | 450.00   |
|          |       |     | For HiluxA6R081 - SLPP0         |           |          |
|          |       |     |                                 |           | 4,850.00 |

Note: Please see terms and conditions at the back

(Total Amount in Words) FOUR THOUSAND EIGHT 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:

**KOJAC ENTERPRISES & GENERAL SERVICES**  
 Signature Over Printed Name of Supplier

Date **MAR 10 2021**

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

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

Approved per Sanggunian Resolution No.: \_\_\_\_\_ Date: \_\_\_\_\_

Certified Correct: \_\_\_\_\_  
 Secretary to the Sanggunian