# PURCHASE ORDER

Tabaco City
*LGU*

| | | | |
|---|---|---|---|
| Supplier | **CAR ACCESS AUTO SUPPLY & GENERAL MERCHANDISE** | P.O No.: | 20-0262 |
| Address | **TABACO CITY** | Date: | 02/02/2026 |
| | | Mode of Procurement: | **SMALL VALUE** |
| | | PR No./s | **20-03-0318** |

Gentlemen:

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

| | | | |
|---|---|---|---|
| Place of Delivery: | **LGU-TABACO CITY - GENERAL SERVICES OFFICE** | Delivery Term: | |
| Date of Delivery: | | Payment Term: | 3 weeks |

| Item No. | Qty | Unit | DESCRIPTION | Unit Cost | Amount (Php) |
|---|---|---|---|---|---|
| | | | **Repair & Maintenance of Heavy Dump Truck of CENRO** | | - |
| 1 | 1 | pc | Pressure Plate | 16,000.00 | 16,000.00 |
| 2 | 1 | pc | Clutch Disc | 12,000.00 | 12,000.00 |
| 3 | 1 | pc | Release Bearing with Housing | 6,500.00 | 6,500.00 |
| 4 | 1 | pc | Flywheel | 18,000.00 | 18,000.00 |
| 5 | 5 | pcs | Sand Paper | 25.00 | 125.00 |
| 6 | 2 | lrts | Gear Oil | 180.00 | 360.00 |
| 7 | 2 | pail | Gear Oil | 3,500.00 | 7,000.00 |
| 8 | 4 | pcs | Stabilizer bushing | 1,500.00 | 6,000.00 |
| | | | *****nothing follows***** | | - |
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| | | | | **TOTAL** | **65,985.00** |

**Sixty-Five Thousand Nine Hundred Eighty-Five Pesos**

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, |
| LORENA B. BAÑA | **CIELO KRISEL LAGMAN-LUISTRO** |
| *(Signature over printed name)* | *City Mayor* |
| *(Date)* | |

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

| | |
|---|---|
| Approved per Sangguniang Resolution No.: | |
| | Date: |
| Certified Correct: | |
| *Secretary to the Sanggunian* | |

REPUBLIC OF THE PHILIPPINES
OFFICE OF THE CITY AUDITOR
CITY OF TABACO
DATE RECEIVED: Sept 2026
RECEIVED BY:
TIME RECEIVED: 8:40