

Standard Form Number: SF-GOOD-59  
 Revised on: May 24, 2004  
 Standard Form Title: Purchase Request

2021-0543

RECEIVED BY: *[Signature]* DATE: 7/28/21

**PURCHASE REQUEST**

OFFICE OF THE SANGGUNIANG PANLALAWIGAN

Agency/Procuring Entity: *[Signature]*

Department: **HON. FRANS GELAINE C. GARCIA** PR No. \_\_\_\_\_ Date: July 19, 2021  
 Section: SP/ Office of BM Garcia SAI No. \_\_\_\_\_ Date: \_\_\_\_\_

STOCK NO.	ITEM DESCRIPTION	QTY.	UNIT	UNIT Cost	TOTAL COST
<b>Common Use Office Supplies:</b>					
1.	Tubeless Tires 245/70 R 16	4	pcs	16,600.00	66,400.00
2.	Engine Oil (fully synthetic)	8	Ltrs	1,760.00	14,080.00
3.	Fuel Filter	1	pc	1,845.00	1,845.00
4.	Oil Filter	1	pc	1,360.00	1,360.00
5.	Brake Pads	1	set	5,780.00	5,780.00
6.	Storage Battery 11 Plates 12 Volts	1	pc	15,000.00	15,000.00
7.	Chamois	2	pcs	320.00	640.00
8.	Seat Cover	1	set	9,460.00	9,460.00
9.	Car Matting	1	set	1,670.00	1,670.00
10.	Labor Change Oil	1	Lot	550.00	550.00
11.	Labor for Replace Brake Pad	1	Lot	2,455.00	2,455.00
12.	Break Fluid	1	bot	380.00	380.00
13.	Rotor Disc Assembly	1	pc	7,360.00	7,360.00
14.	Rotor Replace	1	lot	1,690.00	1,690.00
15.	Overhaul Caliper Piston	1	lot	990.00	990.00
16.	Pull-out/Install Rotor Assembly (L/H)	1	Lot	3,960.00	3,960.00
By Lot				<b>GRAND TOTAL</b>	<b>133,620.00</b>

Time of Delivery: 5 working days upon receipt of P.O.

Place of Delivery: OFFICE OF BOARD MEMBER GARCIA, New Capitol Building, Cogon Dist., Tagbilaran City, Bohol

**Purpose:** Emergency purchase of tubeless tires, engine oil, oil filter one set brake pad etc. and repair of vehicle with plate no. SKY 369 of the office of Board Member Frans Gelaine C. Garcia.

**BY THE AUTHORITY OF THE VICE GOVERNOR**

Requested by:	<i>[Signature]</i>	Cash Availability:	<i>[Signature]</i>	Approved:	<b>MATTHEW S. NEMENZO</b> BOARD SECRETARY
Signature:	<i>[Signature]</i>				
Printed Name:	<b>FRANS GELAINE C. GARCIA</b>		<b>EUSTAQUIO A. SOCORIN</b>		<b>RENE LOPEZ RELAMPAGOS</b>
Designation:	Board Member		Provincial Treasurer		Vice Governor
Date:					

**PROVINCIAL BUDGET OFFICE**  
 PROVINCE OF BOHOL

CONTROL NO. 988 REC'D BY: *[Signature]* DATE: 7/19/21

MARK NO. 1260 VALID UNTIL: 12/31/21

EXPENSE CODE 50213000 AMOUNT 133,620.00

SOURCE GF CONTROLLER: *[Signature]* DATE: 7/21/21

**PETER ROXAS**  
BMO

**ENGR. ELEUTERIO H. RABUYA, JR.**  
 Head, ARM Division

**ENGR. ABRAHAM D. CLARIN**  
 Department Head, PMO