

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

160  
 3/7/28

**PURCHASE REQUEST**

**OFFICE OF THE SANGGUNIANG PANLALAWIGAN**

Agency/Procuring Entity

Department: Sangguniang Panlalawigan PR No. \_\_\_\_\_ Date: July 25, 2022  
 Section: Office of Board Member Tomas D. Abapo, Jr.

STOCK NO.	ITEM DESCRIPTION	QTY.	UNIT	UNIT Cost	TOTAL COST
<b>Common Use Office Supplies:</b>					
1.	Engine Oil ( bandahl synthetic)	8	Ltrs	1,547.50	12,380.00
2.	Oil Filter	1	pc	1,104.00	1,104.00
3.	Brake Fluid	1	Ltr	700.00	700.00
4.	Air Cleaner	1	pc	1,275.00	1,275.00
5.	Brake Pad (front)	1	set	2,400.00	2,400.00
6.	Brake Pad (Rear)	1	set	3,600.00	3,600.00
7.	Air Freshener	2	pc	375.00	750.00
8.	Car Matting	1	set	3,750.00	3,750.00
9.	Cross Wrench	1	pc	600.00	600.00
10.	Hydraulic Jack (3 tons)	1	unit	4,500.00	4,500.00
11.	Tires 265/70/ R15	5	pcs	18,250.00	91,250.00
12.	Battery 11 plates , 12 volts	1	pc	14,650.00	14,650.00
13.	Car Washing	1	lot	1,500.00	1,500.00
By Lot				<b>GRAND TOTAL</b>	<b>138,459.00</b>

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

Place of Delivery: OFFICE OF BOARD MEMBER TOMAS D ABAPO, JR., Capitol Building, Tagbilaran City, Bohol

**Purpose:** Emergency purchase and replacement of engine oil, oil filter, brake pad etc. and repair of service vehicle of the Hon. Tomas D. Abapo, Jr. with plate no. SKY 326.

Requested by:		Cash Availability	APPROVED BY AUTHORITY OF THE VICE GOVERNOR
		Approved:	
Signature:		ATTY. GLENN REY D. ANINO	CHIEF OF STAFF
Printed Name:	ATTY. TOMAS D. ABAPO, JR.	EUSTACIO A. SOCORIN	DIONISIO VICTOR A. BALITE, PH.D.
Designation:	Board Member, 2nd District	Provincial Treasurer	Vice Governor
Date:			

PROV. P.R. # 0540 RECEIVED BY: [Signature] DATE: 8/4/22  
 PROVINCIAL PROCUREMENT MANAGEMENT UNIT  
 NC # 0387 SC # \_\_\_\_\_ RSC # \_\_\_\_\_  
 MOUNT: ₱ 138,459.00 CKAS TO APP. \_\_\_\_\_

PROVINCIAL BUDGET OFFICE  
 PROVIN. GOV. OF BOHOL  
 CONTROL NO. 1226 REC'D BY: [Signature] DATE: 7/28/22  
 page 2 of 2 pages  
 BENCHMARK NO. 1942 VALID UNTIL: 12/31/22  
 1021  
 EXPENSE CODE 50213060 AMOUNT 138,459.00  
 2021-030  
 FUND SOURCE: GF CONTROL NO. [Signature] DATE: 7/28/22  
 PETER BUESA RETORAL, CPA  
 BMO