

Republic of the Philippines
OFFICE OF THE SOLICITOR GENERAL
 134 Amorsolo St., Legaspi Village
 Makati City

PURCHASE ORDER

Supplier: TOYOTA BICUTAN PARAÑAQUE Address: KM. 15 West Service Road, South Super Highway, Sun Valley, Parañaque City TIN: 225-814-535-000 Account No.: 1786-0902-33 Telephone: ((02) 8777-9500)	P.O. # 021-12-208 Date: December 23, 2021 Mode of Procurement: Small Value Procurement 53.9 Bank: LBP-Pasong Tamo Branch Fax:
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Gentlemen:
 Please furnish this Office the following articles subject to the terms and conditions contained herein:


Place of Delivery: OFFICE OF THE SOLICITOR GENERAL	Delivery Term: w/in Thirty (30) working days upon receipt of P.O.
Date of Delivery:	Payment Term: w/in 30 Days upon final inspection and acceptance (Bank to Bank)

Stock No.	Unit	Description	Qty.	Unit Cost	Amount
Preventive Maintenance Service:					
Perform 230,000KM Check-up for Vehicle Model: Toyota Innova 2.0 E Gas A/T for OSG Service Vehicle with plate no. PIV 919 assigned to Admin Division					
Labor:					
		230,000 KM Check-Up	3.8	450.00	Php 1,710.00
		Toyota Car Care	1	500.00	500.00
		Labor Cost:			Php 2,210.00
Parts:					
		Gasket	1	48.88	Php 48.88
		Oil Filter 1000	1	487.05	487.05
		Plug, Spark	4	140.18	560.72
		TGFS SN/CF 5W-30 1L	6	691.74	4,150.44
		Toyota Genuine Gasoline Engine Flush	1	625.22	625.22
		Brake Cleaner	1	180.36	180.36
		Toyota Genuine Bactaklenz (7ML)	1	834.82	834.82
		E. Room Cleaner Toyota	1	280.36	280.36
		E. Room Coat Toyota	1	290.40	290.40
		Parts Cost:			Php 7,458.25
Sublet:					
		MISC (Sand Paper, Rags and Grease)	1	380.98	Php 380.98
		Express Sanitation MISC 2	1	102.68	102.68
		TMP-POL. Inc	1	170.00	170.00
		Sublet Cost:			Php 653.66
Misc/Material:					
		X-1R Engine Treatment	2	982.15	Php 1,964.30
		Misc Cost:			Php 1,964.30
		Total Labor:			Php 2,210.00
		Total Parts:			7,458.25
		Total Sublet:			653.66
		Total MISC:			1,964.30
		SUBTOTAL:			Php 12,286.21
		Less discount:			758.23
		Add 12% VAT:			1,383.36

Total Amount in Words: **Twelve Thousand Nine Hundred Eleven Pesos & 34/100 Only** Php **12,911.34**


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.

Very truly yours,

Conforme: 
 (Signature over printed name)
2-8-22
 (Date)

JESSICA L. CASTRO
 CAO, Administrative Division

EDITHA R. BUENDIA
 Director IV, HRMAS

Funds Available:  ARIEL J. UBIÑA Chief Accountant	ALOBS: <u>02-101101-2021-12-1263</u> Amount: <u>₱ 12,911.34</u>
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