

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 Bank: LBP-Pasong Tamo
 Telephone: ((02) 8777-9500) Fax:

P.O. # **021-06-073**
 Date: June 21, 2021
 Mode of Procurement: Small Value
 Procurement 53.9

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/n Thirty (30) working days upon receipt of P.O.
 Date of Delivery: Payment Term: w/in 30 Days upon final acceptance (Bank to Bank)

Stock No.	Unit	Description	Qty.	Unit Cost	Amount
		Perform 50,000 km check-up of OSG service vehicle Toyota Innova with plate no. SLG 422 assigned to Administrative Division			
		Labor:			
		50 km check up			Php 1,710.00
		Toyota Car Care			500.00
		Labor Cost:			2,210.00
		Parts:			
		Toyota Engine Oil			4,033.92
		Oil Filter			487.05
		Gasket			34.38
		Toyota Genuine Gasoline Engine Flush			606.92
		Plug, Spark			543.76
		Injector Cleaner			760.27
		E.Room Cleaner Toyota			280.36
		E.Room Coat Toyota			290.40
		Parts Cost:			7,037.06
		Sublet:			
		TMP-POL-INC			170.00
		MISC (lubricant and brake cleaner)			631.86
		Midtronics (Checking of Battery)			175.00
		Express Sanitation MISC 2			102.68
		Sublet Cost:			1,079.54
		Misc:			
		Toyota Genuine Bactaklenz			834.82
		X-1R Engine Treatment			982.15
		Misc Cost:			1,816.97
		Total Labor:			2,210.00
		Total Parts:			7,037.06
		Total Sublet:			1,079.54
		Total MISC:			1,816.97
		SUBTOTAL:			12,143.57
		<i>less discount:</i>			817.64
		12% VAT:			1,359.11
		Grand Total:			12,685.04

TOYOTA BICUTAN PARAÑAQUE
 CLEARED FOR RELEASE
 ERICSON A. MANICE
 CREDIT AND COLLECTION

Total Amount in Words: **Twelve Thousand Six Hundred Eighty-Five Pesos & 04/100 Only** Php **12,685.04**

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: *[Signature]*
 (Signature over printed name)
10-12-21
 (Date)

Very truly yours,
RODRIGO L. OJENAL
 SAO, Administrative Division

EDITHA R. BUENDIA
 OIC-Director IV, HRMAS

Funds Available: ALOBS: 02-10/101-2021-06-469
 Amount: ₱ 12,685.04
ARIEL J. UBINA
 Chief Accountant