

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

**PURCHASE ORDER**

2021 NOV 23 PM 5:30

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. # **021-11-173**  
 Date: November 23, 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 inspection and acceptance (Bank to Bank)

Stock No.	Unit	Description	Qty.	Unit Cost	Amount
		<b>Preventive Maintenance Service</b>			
		Perform 160,000 km Check Up and Engine Tune-up for Vehicle Model: Toyota Innova 2.0 E GAS A/T for OSG Service Vehicle with plate No. SLG348 assigned to ASG Pascual			
		<b>Labor:</b>			
		160,000 KM Check-Up	9.9		Php 4,455.00
		Tire Rotation & Balancing	1		500.00
		<b>Labor Cost:</b>			Php 4,955.00
		<b>Parts:</b>			
		Oil Filter 1000	1	487.05	Php 487.05
		TG DG GL-5-85W-90	4	306.47	1,225.88
		Brake Fluid	2	211.61	423.22
		Gasket	1	48.88	48.88
		Element Sub-Assy	1	1,461.38	1,461.38
		Plug, Spark	4	140.18	560.72
		Filter Assy, Fuel	1	3,493.97	3,493.97
		TGFS SN/CF 5W-30 1L	6	691.74	4,150.44
		TSLC (2 Liters)	1	387.50	387.50
		TWWF W765	1	104.91	104.91
		TATF	3	555.80	1,667.40
		<b>Parts Cost:</b>			Php 14,011.35
		<b>Sublet:</b>			
		Miscellaneous B	1		Php 631.36
		<b>Sublet Cost:</b>			Php 631.36
		<b>Misc/Material:</b>			
		X-1R Engine Treatment	1		Php 982.15
		<b>Misc Cost:</b>			Php 982.15
		<b>Total Labor:</b>			Php 4,955.00
		<b>Total Parts:</b>			14,011.35
		<b>Total Sublet:</b>			631.36
		<b>Total MISC:</b>			982.15
		<b>SUBTOTAL:</b>			Php 20,579.86
		Add 12% VAT:			2,469.58

Total Amount in Words: **Twenty-Three Thousand Forty Nine Pesos & 44/100 Only** Php **23,049.44**

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 over printed name)  
 2-3-22  
 (Date)

Very truly yours,  
**RODRIGO L. OJENAL**  
 SAO, Administrative Division  
  
**EDITHA R. BUENDIA**  
 Director IV, HRMAS

Funds Available:   
 ARIEL J. UBINA  
 Chief Accountant

ALOBS: 02-101101-2021-11-1044  
 Amount: ₱ 23,049.44