

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

Supplier:	TOYOTA MAKATI, INC. UNDER THE TRADE NAME TOYOTA BICUTAN PARAÑAQUE	P.O. #	025-04-055
Address:	KM. 15 West Service Road, South Super Highway, Sun Valley, Parañaque City	Date:	April 3, 2025
TIN:	225-814-535-00000	Mode of Procurement:	Negotiated Procurement - Small Value Procurement
Account No.:	1786-0902-33	Bank:	LBP-Pasong Tamo
Telephone:	(02) 8777-9500	Fax:	02-7779485

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:	Within 30 days upon receipt of Purchase Order
Date of Delivery:		Payment Term:	Within 30 days upon final acceptance (Bank to Bank)

Stock No.	Unit	Description	Qty.	Unit Cost		Amount	
		PREVENTIVE MAINTENANCE SERVICE: FOR 40,000 KM CHECK-UP FOR VEHICLE MODEL: TOYOTA COROLLA ALTIS 1.6A A/T WITH PLATE NO. SAB 6337					
		Scope of Work (General Check-Up):					
		Labor:					
	hr	EXPRESS MAINTENANCE SERVICE	0.000	Php	0.00	Php	0.00
	hr	REPLACE ALL FLUIDS AND FILTERS	3.0	Php	616.07	Php	1,848.21
	hr	40,000 KM CHECK-UP	3.700	Php	553.57	Php	2,048.21
	hr	TOYOTA CAR CARE	0.840		616.07		517.50
		Subtotal:				Php	4,413.92
		Parts:					
	lot	ELEMENT SUB-ASSY, AI	1		1,237.05		1,237.05
	bottle	BRAKE FLUID	2		248.44		496.88
	liter	GASKET	1		67.86		67.86
	can	BRAKE CLEANER	1		194.20		194.20
	liter	TGFS SN/CF 5W-30 1L	5		730.58		3,652.90
	liter	TSLC (2 LITERS)	1		442.41		442.41
	bottle	GAS INJECTOR CLEANER	1		837.50		837.50
	liter	TWWF W765	1		111.38		111.38
	milliliter	TOYOTA GENUINE BACTAKLENZ (7ML)	1		878.13		878.13
	piece	MVP ELEMENT KIT, OIL	1		362.95		362.95
	liter	TOYOTA GENUINE ENGINE ROOM CLEANER	1		295.31		295.31
	liter	TOYOTA GENUINE ROOM COAT	1		305.80		305.80
		Subtotal:				Php	8,882.37
		Sublet:					
	lot	MISCELLANEOUS B	1		426.97		426.97
	lot	TMP POL & INC.	1		160.00		160.00
		Subtotal:				Php	586.97
		MISC/Material:					
	lot	PROLINE GASOLINE SYSTEM CLEANER 5147	1		3,125.00		3,125.00
	lot	X-1R ENGINE TREATMENT	2		1,071.43		2,142.86
		Subtotal:				Php	5,267.86
		Total Labor:				Php	4,413.92
		Total Parts:				Php	8,882.37
		Total Sublet:				Php	586.97
		Total MISC/Material:				Php	5,267.86
		SUBTOTAL:				Php	19,151.12
		VAT:				Php	2,298.14
		Note: Service provider must warrant that in case of defect in the repaired unit upon usage, it will be subject for repair/replacement, free of charge.					
		The following shall be deemed to form and construed as part of the agreement:					
		I. Quotation					
		II. Other documents as may be required by laws					

Total Amount in Words: **TWENTY ONE THOUSAND FOUR HUNDRED FORTY NINE AND 26/100 PESOS ONLY** **Php 21,449.26**

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:

Zelika Rica Sanchez
(Signature over printed name)

5/12/25
(Date)

JESSICA L. CASTRO
CAO, Administrative Division

EDITHA R. BUENDIA
Director IV, HRMAS

Funds Available:

ALOBS:

Amount:

02-101101-2025-04-173

21,449.26

ARIEL J. UBIÑA
Chief Accountant