

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

SOLICITOR GENERAL  
**RECEIVED**  
 30 MAR 2026  
 FINANCIAL MANAGEMENT SERVICE  
 By: *YETK* *2.34*

Supplier: <b>KSERVICO TRADE INC.</b>	P.O. # <b>026-03-036</b>
Address: 111 12th Avenue, Barangay Socorro, Quezon City	Date: <b>March 19, 2026</b>
TIN: 000-405-592-0000 Bank: Metrobank - 12th Ave. Cubao Branch	Mode of Procurement: Small Value Procurement
Account No.: 013-7-01354290-9	
Telephone: (02) 7730-0374 Email <a href="mailto:kservicomcsp@gmail.com">kservicomcsp@gmail.com</a>	


Gentlemen:  
 Please furnish this Office the following articles subject to the terms and conditions contained herein:

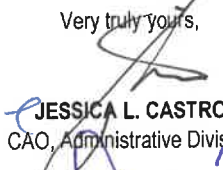
Place of Delivery: <b>OFFICE OF THE SOLICITOR GENERAL</b>	Delivery Term: w/in thirty (30) days upon receipt of Purchase Order (PO)
Date of Delivery:	Payment Term: within thirty (30) days upon issuance of Inspection and Acceptance Report (Bank to Bank)


Stock No.	Unit	Description	Qty.	Unit Cost	Amount
1		<b>PREVENTIVE MAINTENANCE SERVICE: FOR 24,000 KM CHECK-UP FOR KAWASAKI VERSYS 650 WITH PLATE NO. 179 SQC</b>			
	lot	<b>a. Labor</b> Tune-up, labor and replacement of various parts.	1	Php 4,000.00	Php 4,000.00
					Php 4,000.00
	pc	<b>b. Parts</b> Motor Oil	2	Php 480.00	Php 960.00
	pc	Oil Filter	1	Php 930.00	Php 930.00
	pc	Air Filter	1	Php 1,080.00	Php 1,080.00
	pc	Spark Plug	2	Php 480.00	Php 960.00
	pc	Plate Friction	7	Php 515.00	Php 3,605.00
	pc	Plate Clutch	6	Php 300.00	Php 1,800.00
	pc	Clutch Hub	1	Php 1,855.00	Php 1,855.00
	pc	Plate Clutch Operating	1	Php 1,325.00	Php 1,325.00
	pc	Gasket Clutch Cover	1	Php 385.00	Php 385.00
					12,900.00
	lot	<b>b. Sublet</b> Computer Diagnose	1	Php 1,500.00	Php 1,500.00
					Php 1,500.00
		<i>Note: The service provider shall provide a warranty period of one (1) month after completion of the repair. In case of any defects in performance within the scope of work during the warranty period, the unit shall be returned to the supplier for re-diagnosis and repair, free of charge.</i>			
		The following shall deemed to form and construed as part of this agreement: I. Quotation II. Request for Quotation III. Other documents as may be required by laws.			

Total Amount in Words: **EIGHTEEN THOUSAND FOUR HUNDRED PESOS ONLY** Php **18,400.00**

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)  
 \_\_\_\_\_  
 3-30-26  
 (Date)

Very truly yours,  
  
**JESSICA L. CASTRO**  
 CAO, Administrative Division  
  
**EDITHA R. BUENDIA**  
 Director IV, HRMAS

Funds Available:   
**ARIEL J. UBINA**  
 Chief Accountant

ALOBS: 02-102101-2026-03-019  
 Amount: ₱ 18,400.00