

**Office of the Vice President
of the Philippines**

**PURCHASE ORDER
OFFICE OF THE VICE PRESIDENT
7th Floor Ben-Lor Bldg., Quezon Ave, Quezon City**

Supplier	FLEETSERV, INC.	P.O. No.	10-142-20
Address	Room 102 3rd Avenue Residences, No. 33 3rd Avenue, Bagong Lipunan ng Crame D4, QC	Date	October 12, 2020
TIN:		Mode of Procurement:	Negotiated Procurement-Small Value Procurement

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

Place of Delivery:	7/F Ben-Lor Bldg., 1184 Quezon Avenue, QC	Delivery Term:	Please see attached Technical Specifications
Date of Delivery :		Payment Term:	15-30 days upon receipt of complete documents and completion of repair

Stock No.	Unit	Qty	Description	Unit Cost	Amount
	pc	1	Repair of Transmission & motor Vehicle Clutch Disc (Original)	5,618.00	5,618.00
	pc	1	Pressure Plate (Original)	5,088.00	5,088.00
	pc	1	Release Bearing (Original)	3,700.00	3,700.00
	pc	1	Rotor Disc	2,800.00	2,800.00
	pc	1	Brake Pad (Original)	2,400.00	2,400.00
	lot	1	Labor	8,300.00	8,300.00
			Submitted Technical Specifications and Price Quotation shall form part of the Purchase Order		
			** nothing follows*		
			Toyota Innova SKM-978		

Total Amount in Words: Twenty Seven Thousand Nine Hundred Six Pesos Only 27,906.00

In case of failure to make the full delivery within the time specified above, a penalty of one tenth of one percent (0.001) of the cost of the unperformed/undelivered portion for every day of delay shall be imposed.

[Signature]
Bernadette S. Oatis
Account Director
FleetSERV Inc.
585-4358/0917-637-8886

Very truly yours,
[Signature]
MA. CARMELITA S. WARREN
Chief, Administrative Division
(Authorized Official)

Conforme:
Oct. 15, 2020
Date

Funds Available ₱ 27,906.-
[Signature]
JULIETA L. VILLADELREY
Chief Accountant

OBR No: _____
Amount: _____