

**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. Address Room 102 3rd Avenue Residences, No. 33 3rd Avenue, Bagong Lipunan ng Crame D4, QC TIN:	P.O. No. 10-134-20 Date October 05, 2020 Mode of Procurement: Negotiated Procurement-Small Value Procurement
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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
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Date of Delivery :	Payment Term: 15-30 days upon completion of repair and receipt of complete documents
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Stock No.	Unit	Qty	Description	Unit Cost	Amount
			Repair of Transmission and Regular Change Oil of Motor Vehicle		
	pc	1	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	Air Filter (Original)	1,210.00	1,210.00
	pc	1	Oil Filter (Original)	450.00	450.00
	liter	7	Engine Oil	280.00	1,960.00
	lot	1	Labor	6,380.00	6,380.00
Submitted Technical Specifications and Price Quotation shall form part of the Purchase Order ** nothing follows* Toyota Innova VL-4182					


Total Amount in Words: Twenty Four Thousand Four Hundred Six Pesos Only **24,406.00**

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.


Bernadette S. Celis
 Account Director
 FleetSERV Inc.
 585-4358/0917-537-8686

Very truly yours,

MA. CARMELITA S. WARREN
 Chief, Administrative Division
 (Authorized Official)

Conforme: _____
 (Signature over printed name of Supplier)
Oct 13, 2020
 Date

Funds Available ₱ 24,406.00  JULIE R. WILLADELREY Chief Accountant	OBR No: 02-101101-2020-10-02796 Amount: ₱ 24,406.00
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