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03/02/21  
DATE

Office of the Vice President  
of the Philippines

**PURCHASE ORDER**

OFFICE OF THE VICE PRESIDENT  
7th Floor, Ben-Lor Building, Quezon Avenue, Quezon City

Supplier	MECA-JIMENEZ INC	P.O. No.	02-049-21
Address	Block 16 Lot 5 Gardenville Subdivision Barangay Tangub, Bacolod City, Negros Occidental	Date	08-Feb-21
		Mode of Procurement:	Negotiated Procurement - Small Value Procurement
TIN:			

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

Place of Delivery: See attached Annex "A"	Delivery Term: See attached Annex "A"
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Date of Delivery: See attached Annex "A"	Payment Term: 15-30 days upon receipt of complete delivery and documents
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Stock No.	Unit	Qty	Frequency	Description	Unit Cost	Amount
	unit	1	5	Vehicle Rental for Ahon Laylayan Koalisyon follow through activity in Negros Occidental on February 11 to 15, February 11-15, 2021: Negros Occidental  Submitted Technical Specification and Price Quotation shall form part of the Purchase Order  **nothing follows**	4,500.00	22,500.00

Total Amount in Words: Twenty Two Thousand Five Hundred Pesos Only 22,500.00

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 everyday of delay shall be imposed.

Very truly yours,

**SIGNATURE REDACTED**

AMY V. YEKE  
OIC, General Services Division  
(Authorized Official)

Conforme: **SIGNATURE REDACTED**  
*MARY GRACE TABO-TABO*  
(Signature over printed name of Supplier)  
  
Date: \_\_\_\_\_

Funds Available: 1. P 22,500.00  
**SIGNATURE REDACTED**  
JULIETA L. VILLADELREY  
Chief Accountant

OBR No: \_\_\_\_\_  
Amount: \_\_\_\_\_