

Receiving Copy

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	AUTOPHIL MARKETING CORP.	P.O. No.	03-109-21
		Date	March 22, 2021
Address	1745 Dimasalang St., Sta. Cruz, Manila	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:	7/F Ben-Lor Bldg., 1184 Quezon Avenue, QC	Delivery Term:	Within two (2) calendar days upon receipt of vehicle
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Date of Delivery :		Payment Term:	15-30 calendar days upon receipt of complete delivery and documents
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Stock No.	Unit	Qty	Description	Unit Cost	Amount
			Periodic Preventive Maintenance of Motor Vehicle		
	liter	7	Engine Oil (Fully Synthetic)	700.00	4,900.00
	pc	1	Oil Filter	550.00	550.00
	gallon	1	Flushing Oil	800.00	800.00
	lot	1	Labor	350.00	350.00
			Submitted Technical Specification and Price Quotation shall form part of the Purchase Order		
			** nothing follows*		
			Toyota Innova SKM-978		

Total Amount in Words: Six Thousand Six Hundred Six Pesos Only 6,600.00

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.

Very truly yours,

SIGNATURE REDACTED

AMVY YEKE
OIC, General Services Division
(Authorized Official)

SIGNATURE REDACTED

Conforme: [Signature]
(Signature over printed name of Supplier)
3-24-21
Date

Funds Available ₱ 6,600.00
SIGNATURE REDACTED
JULIETA L. VILLADELREY
Chief Accountant

OBR No: 62-10101-2021-03-02021
Amount: ₱ 6,600.00