

**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	TOYOTA QUEZON AVENUE, INC.	P.O. No.	06-236-21
Address	728 Quezon Avenue, Quezon City	Date	June 10, 2021
TIN:		Mode of Procurement:	Direct Contracting

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) working days upon receipt of vehicle
Date of Delivery :		Payment Term:	15-30 calendar days upon repair of vehicle and receipt of complete documents

Stock No.	Unit	Qty	Description	Unit Cost	Amount
			Periodic Preventive Maintenance of Motor Vehicle		
	lot	1	40,000 KM Check-up/Inspect, clean and adjust brakes, battery test	3,500.00	3,500.00
	liter	8	TGFS SN/CF 5W-40 1L	751.004	6,008.03
	pc	1	Oil Filter	545.50	545.50
	pc	1	Drain Plug Gasket	39.75	39.75
	pc	1	DSL Injector Cleaner	1,703.00	1,703.00
	pc	1	Brake Cleaner	196.00	196.00
	lot	1	Toyota Genuine Bactaklenz	1,870.00	1,870.00
	pc	1	Fuel Filter	2,049.00	2,049.00
	pc	1	Brake Fluid	460.01	460.01
	pc	1	Transmission Oil	1,066.50	1,066.50
	pc	1	Differential Oil	666.49	666.49
	lot	1	Fuel System Service (Engine Tune up)	7,000.00	7,000.00
	lot	1	BG Brake Stop PMS	1,704.00	1,704.00
	lot	1	Engine Treatment	3,022.01	3,022.01
	pc	1	Brake Paste	536.01	536.01
	lot	1	Aircomatic	1,700.00	1,700.00
	lot	1	Engine Detailing (Wash)	850.00	850.00
	lot	1	Rags, Gloves, Miscellaneous	368.28	368.28
	lot	1	Environmental Fee	12.00	12.00
			Submitted Technical Specification and Price Quotation shall form part of the Purchase Order ** nothing follows* Toyota Innova P5X597		

Total Amount in Words: Thirty Three Thousand Two Hundred Ninety Six Pesos and 58/100 Only 33,296.58

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

Conforme: **SIGNATURE REDACTED**
NORVILLE DOMINIG
(Signature over printed name of Supplier)
06-10-2021
Date

Funds Available ₱ 33,296.58 OBR No: 02-10101-2021-61-05126
SIGNATURE REDACTED Amount: ₱ 33,296.58
JULIETA L. VILLADELREY
Chief Accountant