

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

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

<b>Supplier:</b> FLEETSERV INC.  <b>Address:</b> Room 102 3rd Avenue Residences, No. 33 3rd Avenue, Bagong Lipunan ng Crame D4, Quezon City  <b>TIN:</b>	<b>P.O. No.:</b> 06-247-21  <b>Date:</b> June 14, 2021  <b>Mode of Procurement:</b> 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:

<b>Place of Delivery:</b> 7/F Ben-Lor Bldg., 1184 Quezon Avenue, QC	<b>Delivery Term:</b> Within two (2) working days upon receipt of vehicle
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<b>Date of Delivery:</b>	<b>Payment Term:</b> 15-30 calendar days upon repair of vehicle and receipt of complete documents
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Stock No.	Unit	Qty	Description	Unit Cost	Amount
			Periodic Preventive Maintenance and Replacement of Fan Belt of Motor Vehicle		
	liter	7	Engine Oil	445.00	3,115.00
	pc	1	Oil Filter	477.00	477.00
	pc	1	Air Filter	950.00	950.00
	pc	1	Fuel Filter	445.00	445.00
	pc	1	Drive Belt	2,756.00	2,756.00
	lot	1	Labor	2,900.00	2,900.00
Submitted Technical Specification and Price Quotation shall form part of the Purchase Order ** nothing follows*					
Toyota Hi-Ace Commuter Van NCB8669					

**Total Amount in Words:** Ten Thousand Six Hundred Forty Three Pesos Only **10,643.00**

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.

<p style="text-align: center;"><b>SIGNATURE REDACTED</b> Bernadette S. Celis Account Director FleetSERV Inc.</p> <p>Conformer: <u>585-4358/0917-537-8886</u> (Signature over printed name of Supplier)</p> <p style="text-align: right;">Date: <u>June 17, 2021</u></p>	<p style="text-align: center;">Very truly yours, <b>SIGNATURE REDACTED</b> AMVY V. YEKE OIC, General Services Division (Authorized Official)</p>
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<b>Funds Available</b> <span style="float: right; color: blue;">10,643.00</span>  <b>SIGNATURE REDACTED</b> JULIETA L. VILLADELREY Chief Accountant	<b>OBR No.:</b> 02-101101-2021-06-05302 <b>Amount:</b> ₱ 10,643.00
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