

**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	CARSAN AUTO SERVICE AND TRADING CENTER	P.O. No.	08-413-21
		Date	August 16, 2021
Address	1 Sitio Ibayo, Sumulong Highway, Mayamot, Antipolo City	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) 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 Toyota Avanza		
	pc	1	Oil Filter	940.00	940.00
	pc	1	Air Filter	950.00	950.00
	pc	1	Fuel Filter	820.00	820.00
	liter	5	Motor Oil, Fully Synthetic	496.00	2,480.00
	pc	4	Spark Plug	355.00	1,420.00
	lot	1	Labor	1,500.00	1,500.00
			Submitted Technical Specification and Price Quotation shall form part of the Purchase Order ** nothing follows*		
			Toyota Avanza SKU-208		

Total Amount in Words: Eight Thousand One Hundred Ten Pesos Only 8,110.00

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
AMV O. YEKE
Chief Administrative Officer
(Authorized Official)

Conforme: **SIGNATURE REDACTED**
RIZALINA C. MADRIAGA
(Signature over printed name of Supplier)
August 18, 2021
Date

Funds Available P. 110.00 SIGNATURE REDACTED JULIETA L. VILLADELREY Chief Accountant	OBR No: 02-10101-2021-08-01376 Amount: ₱ 8,110.00
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