

**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: AGRANI MOTORS, INC. Address: Cellu Compound, Km 17 Ortigas Avenue Extension, Sto. Domingo, Cainta, Rizal TIN:	P.O. No.: 09-451-21 Date: September 01, 2021 Mode of Procurement: 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:

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 Tata Pick-up		
	liter	8	Engine Oil, SF 15-W40	450.00	3,600.00
	pc	1	Oil Filter	531.00	531.00
	pc	1	Oil Flushing	950.00	950.00
	can	2	Brake Cleaner	250.00	500.00
	pc	1	Stop Squeal	750.00	750.00
	pc	1	Brake Paste	150.00	150.00
	pc	1	Antibac	750.00	750.00
	lot	1	Shop Materials	250.00	250.00
	lot	1	Labor	2,250.00	2,250.00
Submitted Technical Specification and Price Quotation shall form part of the Purchase Order ** nothing follows* Tata Pick-up NDS-2835					

Total Amount in Words: **Nine Thousand Seven Hundred Thirty One Pesos Only** 9,731.00

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 N. VERA JR.
Chief Administrative Officer
(Authorized Official)

SIGNATURE REDACTED

Conforme: Ren Mark De Leon
(Signature over printed name of Supplier)
Sept. 06, 2021
Date

Funds Available: ₱ 9,731.- SIGNATURE REDACTED JULIETA L. VILLADELREY Chief Accountant	OBR No: 02-101101-2021-04-10261 Amount: ₱ 9,731.00
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