

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

**PURCHASE ORDER
OFFICE OF THE VICE PRESIDENT**

7th Floor Ben-Lor Bldg., Quezon Ave, Quezon City

COMMISSION ON AUDIT
Office of the Vice President

Mace
RECEIVED BY
2-22-2021
DATE

| | | | |
|----------|--|----------------------|--|
| Supplier | AUTOPHIL MARKETING CORP. | P.O. No. | 02-064-21 |
| Address | 1745 Dimasalang St., Sta. Cruz, Manila | Date | February 19, 2021 |
| TIN: | | Mode of Procurement: | Negotiated Procurement-Small Value Procurement |

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 five (5) calendar days upon receipt of purchase order |
| 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 |
|--|--------|-----|---|-----------|----------|
| | | | Change Oil, Repair of Underchassis and Replacement of Brake Pad and Shoe of Motor Vehicle | | |
| | pc | 2 | Shock Absorber, Front | 3,250.00 | 6,500.00 |
| | pc | 2 | Shock Mounting | 1,560.00 | 3,120.00 |
| | pc | 2 | Stabilizer Link | 1,250.00 | 2,500.00 |
| | set | 1 | Brake Pad | 1,380.00 | 1,380.00 |
| | set | 1 | Brake Shoe | 1,560.00 | 1,560.00 |
| | liter | 5 | Engine Oil (Original) | 250.00 | 1,250.00 |
| | pc | 1 | Oil Filter | 500.00 | 500.00 |
| | gallon | 1 | Flushing Oil | 800.00 | 800.00 |
| | pc | 4 | Spark Plug | 250.00 | 1,000.00 |
| | pc | 1 | Air Filter | 950.00 | 950.00 |
| | lot | 1 | Alignment | 450.00 | 450.00 |
| | lot | 1 | Camber Front L-R | 600.00 | 600.00 |
| | lot | 1 | Camber Adjustment | 150.00 | 150.00 |
| | lot | 1 | Labor | 3,200.00 | 3,200.00 |
| Submitted Technical Specification and Price Quotation shall form part of the Purchase Order ** nothing follows* | | | | | |
| Toyota Avanza SKM-998 | | | | | |

Total Amount in Words: Twenty Three Thousand Nine Hundred Sixty Pesos Only 23,960.00

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 V. YEKE
OIC, General Services Division
(Authorized Official)

SIGNATURE REDACTED

Conforme: *KATRINA C. PASUNG*
(Signature over printed name of Supplier)
2/20/21
Date

Funds Available: *02-101101-2021-02-01069* OBR No: *02-101101-2021-02-01069*
Amount: *23,960.00*

SIGNATURE REDACTED

JULIETA L. MILLADELREY
Chief Accountant