

**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	FLEETSERV, INC.	P.O. No.	06-249-21
Address	Room 102 3rd Avenue Residences, No. 33 3rd Avenue, Bagong Lipunan ng Crame D4, Quezon City	Date	June 15, 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 four (4) 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, Maintenance of Air Conditioning and Replacement of Various Parts of Motor Vehicle		
	liter	7	Engine Oil	480.00	3,360.00
	pc	1	Oil Filter	480.00	480.00
	pc	1	Air Filter	954.00	954.00
	pc	1	Fuel Filter	450.00	450.00
	pc	1	Pressure Plate	4,800.00	4,800.00
	pc	1	Clutch Disc	4,700.00	4,700.00
	pc	1	Release Bearing	3,200.00	3,200.00
	pc	1	Pilot Bearing	450.00	450.00
	set	1	Brake Pad	2,300.00	2,300.00
	set	1	Brake Shoe	3,600.00	3,600.00
	pc	1	Expansion Valve, Front	2,650.00	2,650.00
	pc	1	Expansion Valve, Rear	2,650.00	2,650.00
	pc	1	Filter Drier	1,700.00	1,700.00
	pc	1	Flushing Oil	350.00	350.00
	pc	1	Assorted O-ring	850.00	850.00
	pc	1	Compressor Oil	350.00	350.00
	pc	5	Silicon Oil	350.00	1,750.00
	lot	1	Labor - Change Oil	5,000.00	5,000.00
	lot	1	General cleaning of dual air conditioning system, flushing and vacuum cleaning of all lines and fittings, freon recharge	6,360.00	6,360.00
			Submitted Technical Specification and Price Quotation shall form part of the Purchase Order ** nothing follows*		
			Toyota Innova VN2925		

Total Amount in Words: Forty Five Thousand Nine Hundred Fifty Four Pesos Only 45,954.00

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.

SIGNATURE REDACTED

Bernadette S. Celis
Bernadette S. Celis
Account Director
FleetSERV Inc.
585-4358/0917-537-8886

Conforms:

(Signature over printed name of Supplier)

June 23, 2021
Date

Very truly yours,

SIGNATURE REDACTED

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

Funds Available

₱ 45,954.00

OBR No. _____
Account _____

02-101101-2021-01-05526

₱ 45,954.00

SIGNATURE REDACTED

JULIETA L. VILLADELREY
Chief Accountant