

**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	TOYOTA QUEZON AVENUE, INC.	P.O. No.	07-310-21
Address	728 Quezon Avenue, Quezon City	Date	July 08, 2021
TIN:		Mode of Procurement:	Direct Contracting

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 Motor Vehicle		
	lot	1	40,000 KM Check-up/Inspect, clean and adjust brakes, battery test	3,500.00	3,500.00
	liter	8	TGFS SN/CF 5W-40 1L	752.997	6,023.98
	pc	1	Oil Filler	545.50	545.50
	pc	1	Drain Plug Gasket	39.75	39.75
	pc	1	DSL Injector Cleaner	1,703.00	1,703.00
	pc	1	Brake Cleaner	196.00	196.00
	pc	1	Toyota Genuine Bactaklenz	1,870.00	1,870.00
	pc	1	Fuel Filter	2,107.00	2,107.00
	pc	1	Air Filter Element	2,015.50	2,015.50
	pc	1	Brake Fluid	460.01	460.01
	pc	1	Transmission Oil	1,066.50	1,066.50
	pc	1	Differential Oil	666.49	666.49
	pc	1	Cabin Filter	1,126.75	1,126.75
	lot	1	Fuel System Service (Engine Tune up)	7,000.00	7,000.00
	pc	1	BG Brake Stop PMS	1,704.00	1,704.00
	lot	1	Engine Treatment	3,022.01	3,022.01
	pc	1	Brake Paste	536.01	536.01
	lot	1	Airconmalic	1,700.00	1,700.00
	lot	1	Engine Detailing (Wash)	850.00	850.00
	lot	1	Rags, Gloves, Miscellaneous, Environmental Fee	380.28	380.28
			Submitted Technical Specification and Price Quotation shall form part of the Purchase Order		
			** nothing follows*		
			Toyota Innova P5G551		

Total Amount in Words: Thirty Six Thousand Five Hundred Twelve Pesos and 78/100 Only 36,512.78

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 CY YEKE  
Chief Administrative Officer  
(Authorized Official)

Conforme: **SIGNATURE REDACTED**  
(Signature over printed name of Supplier)  
Date: 7/11/21

Funds Available: ₱ 36,512.78 OBR No: 02-101101-2021-07-06942  
Amount: ₱ 36,512.78

**SIGNATURE REDACTED**  
JULIETA L. VILADELREY  
Chief Accountant