

**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.	07-341-21
Address	Room 102 3rd Avenue Residences, No. 33 3rd Avenue, Bagong Lipunan ng Crame D4, Quezon City	Date	July 21, 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 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		
	pc	1	Oil Filter	700.00	700.00
	pc	1	Air Filter	2,000.00	2,000.00
	pc	1	Fuel Filter	1,900.00	1,900.00
	liter	8	Motor Oil, Fully Synthetic	550.00	4,400.00
	lot	1	Labor	3,000.00	3,000.00
Submitted Technical Specification and Price Quotation shall form part of the Purchase Order					
** nothing follows **					
Toyota Hi-Ace Commuter Van, A7V259					

Total Amount in Words: Twelve Thousand Pesos Only 12,000.00

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
 Bernadette S. Celis
 Account Director
 FleetSERV Inc.
 585-4358/0917-537-8886
 Conforma
 Signature over printed name of Supplier
 Date 7/23/2021

SIGNATURE REDACTED
 AMVY V. YEKE
 Chief Administrative Officer
 (Authorized Official)

Units Available	12,000.00	OBR No.	02-10101-2021-07-07690
SIGNATURE REDACTED		Amount:	₱ 12,000.00
JULIETA L. VILLADELREY Chief Accountant			