

Republic of the Philippines  
**OFFICE OF THE SOLICITOR GENERAL**  
 134 Amorsolo St., Legaspi Village  
 Makati City

RECEIVED  
 SOUTH DIVISION  
 FINANCIAL MANAGEMENT  
 JUL 26 PM 4:38

**PURCHASE ORDER**

Supplier: **TOYOTA BICUTAN PARAÑAQUE**  
 Address: KM. 15, West Service Road, South Super Highway, Sun Valley,  
 Parañaque City  
 TIN: 225-814-535-000  
 Account No.: 1786-0902-33  
 Telephone: ((02) 8777-9500)

P.O. # **021-07-103**  
 Date: **July 26, 2021**

Mode of Procurement: **Small Value**  
 Procurement 53.9

Bank: **LBP-Pasong Tamo Branch**  
 Fax:

Gentlemen:  
 Please furnish this Office the following articles subject to the terms and conditions contained herein:

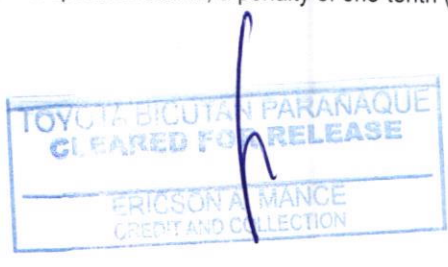
Place of Delivery: **OFFICE OF THE SOLICITOR GENERAL**  
 Delivery Term: w/n Thirty (30) working days upon receipt of P.O.  
 Date of Delivery:  
 Payment Term: w/in 30 Days upon final inspection and acceptance (Bank to Bank)

Stock No.	Unit	Description	Qty.	Unit Cost	Amount
		<b>Preventive Maintenance Service</b>			
		Perform 30,000 KM Check-up for OSG Service Vehicle: Toyota Corolla Altis 1.6G MT with Conduction Sticker No. A7G253 assigned to ASG Angelita Villanueva Miranda			
		<b>Labor:</b>			
		30 km check up			Php 1,845.00
		Change Engine Oil/Oil Filter			
		Check Air Filter			
		Clean Spark Plugs			
		Top-Up All Fluids			
		Clean & Adjust Brakes			
		Check All Tires			
		Check & Adjust, // Belts			
		TBB			
		Wheel Balancing			350.00
		Toyota Car Care			420.00
		<b>Labor Cost:</b>			<b>2,615.00</b>
		<b>Parts:</b>			
		Toyota Engine Oil (Fully)			3,361.60
		Oil Filter			538.39
		Gasket			35.49
		Toyota Genuine Gasoline Engine Flush			606.92
		E.Room Cleaner Toyota			280.36
		E.Room Coat Toyota			290.40
		<b>Parts Cost:</b>			<b>5,113.16</b>
		<b>Sublet:</b>			
		TMP-POL-INC			160.00
		MISC (lubricant and brake cleaner)			631.86
		Midtronics (Checking of Battery)			175.00
		Express Sanitation MISC 2			102.68
		<b>Sublet Cost:</b>			<b>1,069.54</b>
		<b>Misc:</b>			
		Toyota Genuine Bactaklenz			834.82
		X-1R Engine Treatment			982.15
		<b>Misc Cost:</b>			<b>1,816.97</b>
		Total Labor:			2,615.00
		Total Parts:			5,113.16
		Total Sublet:			1,069.54
		Total MISC:			1,816.97
		<b>SUBTOTAL:</b>			<b>10,614.67</b>
		less discount:			673.74
		12% VAT:			1,192.91
		<b>Grand Total:</b>			<b>11,133.84</b>

Total Amount in Words: **Eleven Thousand One Hundred Thirty-Three Pesos & 84/100 Only** Php 11,133.84

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed.

Conforme: Suzette M. Carino  
 (Signature over printed name)  
10-12-21  
 (Date)



Very truly yours,  
**RODRIGO L. OJENAL**  
 SAO, Administrative Division  
**EDITHA R. BUENDIA**  
 OIC-Director IV, HRMAS

Funds Available:  
 ALOBS: 02-101101-2021-07-600  
 Amount: 11,133.84  
**ARIEL J. UBINA**  
 Chief Accountant