

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

PURCHASE ORDER

Supplier: AUTO ACTIVE TRADING CORP. Address: B74 L2 Don Mariano Marcos Avenue North Fairview, Quezon City TIN: 241-602-792-000 Account No.: 0621-1306-68 Telephone: 930-3349 / 419-2329	P.O. # 021-09-121 Date: September 9, 2021 Mode of Procurement: Small Value Procurement 53.9 Bank: LBP-Commonwealth Fax:
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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: Petty Cash Voucher

Stock No.	Unit	Description	Qty.	Unit Cost	Amount
	set	Procurement of: FRONT BRAKE PAD Compatible to Vehicle Model: 2011 Toyota Innova 2.0 E Gas A/T <i>Note: Parts only</i> For OSG Service Vehicle with Plate Number SJR 791 assigned to Administrative Division	1	1,490.00	1,490.00

Total Amount in Words:	One Thousand Four Ninety Pesos Only	Php 1,490.00
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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.

Very truly yours,

Conforme: 
 (Signature over printed name)

09/15/2021
 (Date)

RODRIGO L. OJENAL
 SAO, Administrative Division


EDITHA R. BUENDIA
 OIC-Director IV, HRMAS

Funds Available:	ALOBS: _____	
	Amount: _____	
ARIEL J. UBIÑA Chief Accountant		