

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

**AUG 08 2022**  
 2470

Supplier: **TOYOTA MAKATI, INC.** P.O. # **022-08-110**  
 Address: Ayala Cor. Metropolitan Avenue, Bel-air, Makati City, NCR 4th District, Philippines Date: August 4, 2022  
 TIN: 225-814-535-001  
 Account No.: 0052-1335-48 Bank: LBP Buendia Branch  
 Telephone: 8897-3333 loc 115/116 Fax: N/A Mode of Procurement: Small Value Procurement 53.9

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/in 30 days upon receipt of P.O.  
 Date of Delivery: Payment Term: w/in 30 days upon final acceptance  
 Bank to bank

Stock No.	Unit	Description	Qty.	Unit Cost	Amount
<b>Preventive Maintenance Service:</b>					
Perform 140,000 KM Check-up for Vehicle Model Toyota Innova 2.0E A/T and with Additional Works: Leak Test, Cleaning of Aircon Condenser, and Radiator, and Check-up of Fan Coupling for OSG Service Vehicle with Plate No. SJR 752					
hour	Labor:	BATTERY HEALTH CHECK	0.440	Php 500.00	Php 220.00
hour		140,000 KM CHECK-UP	5.300	450.00	2,385.00
hour		AC MAJOR SERVICE/LEAK TEST	20.000	500.00	10,000.00
hour		P/D CLEAN AC CONDENSER AND RADIATOR	8.000	500.00	4,000.00
hour		OVERHAUL FAN COUPLING	8.000	500.00	4,000.00
<b>Labor Cost:</b>					Php <b>20,605.00</b>
pcs	Parts:	ELEMENT, AIR REFINER	1	1,036.38	Php 1,036.38
pcs		ELEMENT SUB-ASSY	1	1,461.38	1,461.38
pcs		OIL FILTER IMV	1	487.05	487.05
pcs		PLUG, SPARK	4	140.18	560.72
pcs		O-RING	4	111.83	447.32
pcs		O-RING	3	131.70	395.10
pcs		O-RING	4	80.36	321.44
pcs		BOLT, FLANGE	1	31.70	31.70
pcs		GASKET	1	48.88	48.88
<b>Parts Cost:</b>					Php <b>4,789.97</b>
lot	Sublet:	MISCELLANEOUS PACKAGE B	1	334.49	Php 334.49
<b>Sublet Cost:</b>					Php <b>334.49</b>
lot	Oil/Lubricant	TGFS SN/CF 5W-30 1L	2	691.74	Php 1,383.48
lot		TGFS SN/CF 5W-30 4L	1	2,362.05	2,362.05
lot		GAS INJECTOR CLEANER	1	783.26	783.26
lot		TOYOTA GENUINE GASOLINE ENGINE FLUSH	1	625.22	625.22
lot		TOYOTA GENUINE BACTAKLENZ (7ML)	1	834.82	834.82
<b>Oil/Lubricant Cost:</b>					Php <b>5,988.83</b>
lot	MISC/Material	BRAKE CLEANER	1	246.75	Php 246.75
lot		ENGINE DECARBONIZING (ENGINE TUNE UP)	1	3,437.50	3,437.50
lot		SILICON OIL	5	180.00	900.00
<b>MISC/Material Cost:</b>					Php <b>4,584.25</b>
Total Labor:					Php 20,605.00
Total Parts:					4,789.97
Total Sublet:					334.49
Total Oil/Lubricant:					5,988.83
Total MISC/Material:					4,584.25
<b>SUBTOTAL:</b>					Php <b>36,302.54</b>
less discount:					2,657.13
VAT:					4,037.45

Total Amount in Words: **Thirty Seven Thousand Six Hundred Eighty Two Pesos & 86/100** Php **37,682.86**

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: JUAN S. ANG  
 (Signature over printed name)  
 \_\_\_\_\_  
 (Date)

Very truly yours,  
**JESSICA L. CASTRO**  
 CAO, Administrative Division

**EDITHA R. BUENDIA**  
 Director IV, HRMAS

Funds Available: ALOBS: 02-101101-2022-08-46  
 Amount: ₱ 37,682.86

**ARIEL J. UBINA**  
 Chief Accountant

8/8 WPH