

PURCHASE ORDER

Supplier: **K SERVICIO TRADE INC.**
 Address: 111 12th Ave. P. Tuazon Cubao, Quezon City
 TIN: 000-405-592-00000
 Account No.: 0000-3082100015 Branch: Landbank-Pasig City
 Telephone: 7730-0388 loc. 1080-1081 email: Institutional@kservico.com.ph

P.O. # **024-12-222**
 Date: December 18, 2024
 Mode of Procurement:
 Small Value Procurement

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

Place of Delivery: **OFFICE OF THE SOLICITOR GENERAL**
 Date of Delivery: _____
 Delivery Term: w/in 30 days upon receipt of P.O.
 Payment Term: w/in 30 days upon final acceptance
 Bank to bank

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
1	set	Procurement of Motorcycle Accessories: RAINCOAT Materials: PVC Nylon Inclusions: Jacket, Pants and Carry Bag With Inner Lining/Nylon Mesh With Adjustment arm and waist tabs for proper fitting With reflective stripes for enhanced visibility during low light riding Note: Service provider must warrant that in case of damage in the delivered item upon usage, it will be subject for replacement, free of charge. The following shall be deemed to form and construed as part of the agreement: I. Quotation II. Request for Quotation III. Other documents as may be required by laws	11	Php 900.00 VAT Inclusive	Php 9,900.00
Total Amount in Words: Nine Thousand Nine Hundred Pesos Only					Php 9,900.00


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: JOMABELLE E. MOENAS
 (Signature over printed name)
11/16/25
 (Date)

Very truly yours,

JESSICA L. CASTRO
 CAO, Administrative Division

EDITHA R. BUENDIA
 Director IV, HRMAS

Funds Available: 
 ALOBS: 02-107101-7004-12-865
 Amount: ₱9,900.00
ARIEL J. UBIÑA
 Chief Accountant