

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

PURCHASE ORDER

OFFICE OF THE SOLICITOR GENERAL
RECEIVED
 28 MAR 2025
 FINANCIAL MANAGEMENT SERVICE
 By: *[Signature]*

Supplier: **TOYOTA MAKATI, INC. UNDER THE TRADE NAME TOYOTA BICUTAN PARAÑAQUE**
 Address: KM. 15 West Service Road, South Super Highway, Sun Valley, Parañaque City
 TIN: 225-814-535-00000
 Account No.: 1786-0902-33
 Telephone: (02) 8777-9500

P.O. # 025-03-053
 Date: March 27, 2025

Mode of Procurement:
 Negotiated Procurement - Small Value Procurement

Bank: LBP-Pasong Tamo
 Fax: 02-7779485

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: Within 30 days upon receipt of Purchase Order
 Payment Term: Within 30 days upon final acceptance (Bank to Bank)

Stock No.	Unit	Description	Qty.	Unit Cost	Amount
PREVENTIVE MAINTENANCE SERVICE: FOR 20,000 KM CHECK-UP FOR VEHICLE MODEL: TOYOTA HI-ACE COMMUTER 3.0 DSL WITH PLATE NO. SAB 6335					
Scope of Work (General Check-Up):					
Labor:					
	hr	20,000 KM CHECK-UP	3.500	Php 553.57	Php 1,937.50
	hr	TOYOTA CAR CARE	0.840	616.07	517.50
		Subtotal:			Php 2,455.00
Parts:					
	liter	GASKET	1	67.86	67.86
	liter	OIL FILTER IMV	1	502.90	502.90
	liter	TGFS SN/CF 5W-30 1L	7	730.58	5,114.06
	lot	ELEMENT SUB-ASSY	1	2,051.79	2,051.79
	bottle	DSL INJECTOR CLEANER	1	839.29	839.29
	bottle	TOYOTA GENUINE DIESEL ENGINE FLUSH	1	751.34	751.34
	milliliter	TOYOTA GENUINE BACTAKLENZ (7ML)	1	878.13	878.13
	liter	TOYOTA GENUINE ENGINE ROOM CLEANER	1	295.31	295.31
	liter	TOYOTA GENUINE ROOM COAT	1	305.80	305.80
		Subtotal:			Php 10,806.48
Sublet:					
	lot	MISCELLANEOUS B	1	426.97	426.97
	lot	TMP POL & INC.	1	160.00	160.00
		Subtotal:			Php 586.97
MISC/Material:					
	lot	X-1R ENGINE TREATMENT	2	1,071.43	2,142.86
	lot	PROLINE DIESEL SYSTEM DECARBONIZING	1	3,125.00	3,125.00
		Subtotal:			Php 5,267.86
		Total Labor:			Php 2,455.00
		Total Parts:			Php 10,806.48
		Total Sublet:			Php 586.97
		Total MISC/Material:			Php 5,267.86
		SUBTOTAL:			Php 19,116.31
		VAT:			Php 2,293.96

Note: Service provider must warrant that in case of defect in the repaired unit upon usage, it will be subject for repair/replacement, free of charge.

The following shall be deemed to form and construed as part of the agreement:

- I. Quotation
- II. Other documents as may be required by laws

Total Amount in Words: **TWENTY ONE THOUSAND FOUR HUNDRED TEN AND 27/100 PESOS ONLY** Php 21,410.27

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,

JESSICA L. CASTRO
 CAO, Administrative Division

EDITHA R. BUENDIA
 Director IV, HRMAS

Conforme: _____
 (Signature over printed name)

 (Date)

Funds Available: *[Signature]*
 ALOBS: 02-01101-2025-03-160
 Amount: ₱ 21,410.27

ARIEL J. UBIÑA
 Chief Accountant