

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

Supplier: <b>CT CITIMOTORS INC.</b> Address: PASONG TAMO, COR. DON BOSCO ST., PIO DEL PILAR, MAKATI CITY TIN: 000-113-791-00000 Account No.: _____ Bank: _____ Telephone: 8892-03331 local 455-456 Email: angeloapostadero28@gmail.com	P.O. # <b>025-12-172</b> Date: <b>December 17, 2025</b> Mode of Procurement: Negotiated Procurement - Small Value Procurement
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Gentlemen: Please furnish this Office the following articles subject to the terms and conditions contained herein:

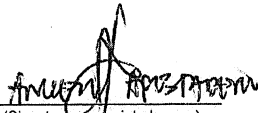
Place of Delivery: <b>OFFICE OF THE SOLICITOR GENERAL</b>	Delivery Term: Within 30 days upon receipt of Purchase Order
Date of Delivery: _____	Payment Term: <b>CASH</b>


Stock No.	Unit	Description	Qty.	Unit Cost	Amount
		<b>PREVENTIVE MAINTENANCE SERVICE: 25,000 KM CHECK-UP FOR VEHICLE MODEL: 2023 MITSUBISHI XPANDER GLS WITH PLATE NO. SDB 3423</b>			
		<b>Labor:</b>			
	lot	PERFORM 25,000 KMS CHECK UP	1	Php 1,528.00	Php 1,528.00
	lot	CHANGE OIL & TUNE UP	-	-	-
	lot	OPEN ALL WHEELS TO CHECK, CLEAN & ADJ. BRAKES	1	960.00	960.00
	lot	CHECK BATTERY COND & CHARGING SYSTEM	1	160.00	160.00
	lot	CLEAN THROTTLE BODY	1	1,500.00	1,500.00
	lot	WHEEL ALIGNMENT & TIRE ROTATION	1	1,350.00	1,350.00
		<b>Subtotal:</b>			Php 5,498.00
		<b>Parts &amp; Materials:</b>			
	liter	FULLY SYNTHETIC OIL	4	675.00	2,700.00
	piece	OIL FILTER	1	650.00	650.00
	piece	AIR FILTER	1	1,800.00	1,800.00
	piece	AC FILTER	1	1,800.00	1,800.00
	set	CAR CARE KIT	1	375.00	375.00
	set	SHOP CONSUMABLE	1	250.00	250.00
	can	BRAKE CLEANER	1	375.00	375.00
	piece	SAND PAPER	1	15.00	15.00
	piece	DRAIN PLUG GASKET	1	150.00	150.00
	piece	PCC	1	90.00	90.00
	piece	RADIATOR STICKER	1	20.00	20.00
	lot	ENGINE FLUSH	1	399.00	399.00
		<b>Subtotal:</b>			Php 8,624.00
		Total Labor:			Php 5,498.00
		Total Parts & Materials:			Php 8,624.00
		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. Request for Quotation III. Other documents as may be required by laws			

Total Amount in Words: **FOURTEEN THOUSAND ONE HUNDRED TWENTY TWO PESOS ONLY** Php **14,122.00**

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.

Very truly yours,

Conforme:   
 (Signature over printed name)  
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 (Date)

  
**JESSICA L. CASTRO**  
 CAQ, Administrative Division

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