



PURCHASE REQUEST
OFFICE OF THE SOLICITOR GENERAL
 (Agency)

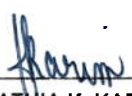



Department: **ADMINISTRATIVE DIVISION** PR No. 025-02-027 Date: February 10, 2025
 Section: **GENERAL SERVICES SECTION** SAI No. _____ Date: _____

Stock No.	Unit	Item Description	Qty	Estimated Unit Cost	Estimated Amount
	lot	<p>PREVENTIVE MAINTENANCE SERVICE</p> <p>For Vehicle Model: Toyota Hi-Ace Commuter 3.0 DSL</p> <p><i>Minimum Inclusion/Scope of Works:</i></p> <p><i>Perform 20,000KM Check-Up</i></p> <p><i>General Check-Up</i></p> <p align="center">Note: For OSG Service Vehicle with Plate No. SAB 6335</p> <p>Attachment: <i>Vehicle Service Request Form signed by HEA Monette Valeroso and Vehicle Repair and Maintenance History</i></p> <p>Noted By:</p> <div style="text-align: center;">  MENARDO I. GUEVARRA Solicitor General </div>	1	Php 21,898.70 VAT Inclusive	Php 21,898.70

FUNDS AVAILABLE:

BERNADETTE M. LIM
 DIRECTOR IV

Amount in Words: **TWENTY ONE THOUSAND EIGHT HUNDRED NINETY EIGHT PESOS & 70/100 ONLY** Php 21,898.70

Purpose: For Vehicle Maintenance of the OSG Service Vehicle

Prepared by:	Checked by:	Recommending Approval:	Approved by:
 FATHIA K. KARIM Administrative Officer I	 ANGELITO E. FRIAS Administrative Officer V	 JESSICA L. CASTRO CAO, Administrative Division	 EDITHA R. BUENDIA Director IV, HRMAS