

**Office of the Vice President  
of the Philippines**

COMMISSION ON AUDIT  
Office of the Vice President

**PURCHASE ORDER  
OFFICE OF THE VICE PRESIDENT  
7th Floor Ben-Lor Bldg., Quezon Ave, Quezon City**

*mlc*  
**RECEIVED BY**  
**1-21-2020**  
**DATE**

Supplier	<b>TOYOTA QUEZON AVENUE, INC.</b>	P.O. No.	<b>01-011-20</b>
Address	728 Quezon Avenue, Quezon City	Date	January 16, 2020
TIN:		Mode of Procurement:	Direct Contracting

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

Place of Delivery:	7th Floor Ben-Lor Bldg., Quezon Ave, Quezon City	Delivery Term:	Five (5) calendar days upon receipt of vehicle
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Date of Delivery:		Payment Term:	15 - 30 days upon receipt of delivery and complete documents
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Stock No.	Unit	Qty	Description	Unit Cost	Amount
	pc	2.2	15,000 KM Check-up	450.00	990.00
	pc	1	Oil Filter 65*72	329.46	329.46
	lot	1	Engine Tune up	3,125.00	3,125.00
	pc	4	TGFS (Sm 5W-40)	646.43	2,585.72
	lot	1	Engine Treatment	1,349.11	1,349.11
	lot	1	Air Con Check-up and Filter Cleaning	1,517.86	1,517.86
	pc	1	Brake Cleaner	168.08	168.08
	pc	1	Brake Paste	760.71	760.71
	lot	1	Engine Detailing (Medium)	758.93	758.93
	pc	0.313	Battery Test	500.00	156.50
	lot	1	Miscellaneous (Environmental fee, rags, gloves)	340.54	339.54
			VAT	1,449.71	1,449.71
Submitted Technical Specification and Price Quotation shall form part of the Purchase Order					
** nothing follows*					
TOYOTA, VIOS A14092					

Total Amount in Words: Thirteen Thousand Five Hundred Thirty Pesos and 62/100 Only **13,530.62**

In case of failure to make the full delivery within the time specified above, a penalty of one tenth of one percent (0.001) of the cost of the unperformed/undelivered portion for every day of delay shall be imposed.

Very truly yours,  
**PAOLO RAYNOR E. SALVOSA**  
Director, Technical Services Office  
(Authorized Official)

Conforme:  
*[Signature]*  
**JULIETA L. VILLADELREY**  
(Signature over printed name of Supplier)  
Date: 1/20/2020

Funds Available	₱13,530.62	OBR No:	02-107101-2020-01-0059
		Amount:	₱ 13,530.62
<b>JULIETA L. VILLADELREY</b> Chief Accountant		JAN 16 2020	