PURCHASE ORDER
OFFICE OF THE VICE PRESIDENT
7/F Ben-Lor Building, Quezon Avenue, Quezon City

Supplier	TOYOTA CAMARINES SUR, INC.	P.O. No.	02-029A-20
		Date	February 27, 2020
Address	624-B National Highway, Cadlan, Pili, Camarines Sur	Mode of Procurement:	Negotiated Procurement-Emergency Case
TIN:			

Gentlemen:

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

Place of Delivery: 7/F Ben-Lor Bldg., 1184 Quezon Avenue, QC	Delivery Term:	
Date of Delivery :	Payment Term:	15 to 30 days upon receipt of complete documents and completion of repair

Stock No.	Unit	Qty	Description	Unit Cost	Amount
	pc	8	Replace Clutch Parts and Transmission Oil	₱500.00	4,000.00
	pc	1	Disc Assembly Clutch	10,227.13	10,227.13
	pc	1	Cover Assembly Clutch	8,056.78	8,056.78
	pc	1	Bearing Assembly Clutch	2,782.91	2,782.91
	pc	1	Seal, Type T Oil	2,566.26	2,566.26
	pc	1	Bearing, Radial Ball	221.39	221.39
	pc	4	TGMG GL-4 75W-90 Oil	308.18	1,232.72
	pc	1	Car Care Kit (10 Series)	408.55	408.55
	lot	1	Resurface Flywheel	803.57	803.57
	pc	0.84	Toyota Car Care	500.00	420.00
	lot	1	Engine Room Cleaner	272.17	272.17
	lot	1	Engine Room Coat	281.89	281.89
	lot	1	TMP-POL & INC	170.00	170.00
	lot	1	Towing Services	3,125.00	3,125.00
			VAT	4,148.20	4,148.20
			(Toyota Hi-Ace, NCB 8669) Submitted Technical Specifications and Price Quotation shall form part of the Purchase Order *nothing follows*		

Total Amount in Words: Thirty Eight Thousand Seven Hundred Sixteen Pesos and 57/100	₱38,716.57

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,

MA. CARMELITA S. WARREN
Chief Administrative Officer
(Authorized Official)

Conforme:

GERROLD E. BABOR
(Signature over printed name of Supplier)

_____
Date

Funds Available	₱38,716.57	OBR No:	02-107107-2020-03-00532
		Amount:	₱38,716.57

JULIETA L. VILLADELREY
Chief Accountant