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

PURCHASE ORDER

Supplier:	TOYOTA BICUTAN PARAÑAQUE	P.O. #	026-07-081
Address:	KM. 15 West Service Road, South Super Highway, Sunvalley, Parañaque City	Date:	July 7, 2026
TIN:	225-814-535-00000 Bank: LBP - Pasong Tamo		
Account No.:	1786-0902-33 Fax: 02-7779485	Mode of Procurement:	
Telephone:	(02) 8777-9500 Email richard.uriarte@toyotabicutan.com.ph		Small Value Procurement

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

Place of Delivery: OFFICE OF THE SOLICITOR GENERAL	**Delivery Term:** w/in thirty (30) days upon receipt of Purchase Order (PO)
Date of Delivery:	**Payment Term:** within thirty (30) days upon issuance of Inspection and Acceptance Report (Bank to Bank)

Stock No.	Unit	Description	Qty.	Unit Cost	Amount
1		**PREVENTIVE MAINTENANCE SERVICE : 60,000 KM CHECK-UP OF VEHICLE MODEL: 2018 TOYOTA COROLLA ALTIS M/T WITH PLATE NO. SNE 6384**			
		a. Labor			
	lot	60,000 KM Check-Up	3.200	Php 553.57	Php 1,771.42
	lot	Tire Rotation / Wheel Balancing	1	Php 616.07	Php 616.07
	lot	Toyota Car Care	0.840	Php 616.07	Php 517.50
					Php 2,904.99
		b. Parts			
	pc	Gasket	1	Php 67.86	Php 67.86
	pc	Oil Filter	1	Php 421.23	Php 421.23
	pc	Brake Cleaner	1	Php 203.91	Php 203.91
	pc	Gas Injector Cleaner	1	Php 879.38	Php 879.38
	pc	Element Sub-Assy, AI	1	Php 1,397.87	Php 1,397.87
	pc	TGFS SP/C2 5W-30 1L	5	Php 730.58	Php 3,652.90
	pc	Toyota Genuine Engine Room Cleaner	1	Php 310.08	Php 310.08
	pc	Toyota Genuine Engine Room Coat	1	Php 321.09	Php 321.09
	pc			Php	Php 0.00
					Php 7,254.32
		c. Sublet			
	lot	Rags, Materials & Shop Supplies	1	Php 426.97	Php 426.97
	lot	TMP POL & INC,	1	Php 160.00	Php 160.00
					Php 586.97
		d. MISC/Materials			
	lot	X-1R Engine Treatment	1	Php 1,071.43	Php 1,071.43
					Php 1,071.43
		SUBTOTAL			11,817.71
		VAT			1,418.13
		Note: The service provider shall provide a warranty period of one (1) month after completion of the repair. In case of any defects in performance within the scope of work during the warranty period, the unit shall be returned to the supplier for re-diagnosis and repair, free of charge.			
		The following shall deemed to form and construed as part of this agreement: I. Quotation II. Other documents as may be required by laws.			
Total Amount in Words:		**THIRTEEN THOUSAND TWO HUNDRED THIRTY FIVE AND 84/100 PESOS ONLY**			**Php 13,235.84**

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

Conforme:

ENGR. RICHARD A. URIARTE
Pro Service Advisor
Toyota Bicutan

(Signature over printed name)

7/9/26
(Date)

EDITHA R. BUENDIA
Director IV, HRMAS

Funds Available:

ALOBS: _____

Amount: _____

ARIEL J. UBIÑA
Chief Accountant