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

PURCHASE ORDER

Supplier:	**HINO MOTORS PHILIPPINES CORPORATION**	**P.O. #**	**026-09-099**
Address:	Industrial Park Road, Canlubang Industrial Estate, Canlubang, Calamba City	**Date:**	September 2, 2026
TIN:	000-059-891-000 Bank: LBP-Calamba Crossing Branch		
Account No.:	6342-1103-45 Email hino_central@yahoo.com	**Mode of Procurement:**	
Telephone:	7368-5800 loc. 262		Direct Contracting

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 : 2nd YEAR/10,000 KM CHECK-UP OF VEHICLE MODEL: 2024 HINO XZU730L BUS WITH PLATE NO. SDB 2355 (Coaster)**			
		a. Labor			
	hrs	10,000 KM Preventive Maintenance Service (PMS) Checkup	3.5	Php 650.00	Php 2,275.00
					Php 2,275.00
		b. Parts & Materials			
	pc	Element Sub-Assy Oil Filter (HML)(P0)	1	Php 2,249.00	Php 2,249.00
	set	Expendables Materials	1	Php 1,500.00	Php 1,500.00
	ltr	Oil Engine Hino Genuine Shell JASO DH	9	Php 295.00	Php 2,655.00
	kg	Crown Grease MP-2	1	Php 633.00	Php 633.00
	pc	Washer Soft (HML)(P1)	1	Php 64.00	Php 64.00
					Php 7,101.00
		Total Labor			**Php 2,275.00**
		Total Parts & Materials			**Php 7,101.00**
					(Vat Inclusive)
		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. RFQ II. Quotation III. Other documents as may be required by laws.			
Total Amount in Words:		**NINE THOUSAND THREE HUNDRED SEVENTY SIX PESOS ONLY**			**Php 9,376.00**

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,

JESSICA L. CASTRO
CAO, Administrative Division

Conforme: JACHIE BOY PENOTICADO
(Signature over printed name)
SEP 03 2026
(Date)

EDITHA R. BUENDIA
Director IV, HRMAS

Funds Available:

ARIEL J. UBIÑA
Chief Accountant

ALOBS: 02-101101-2026-09-523
Amount: ₱ 9,376.00