

PURCHASE ORDER
PHILIPPINE INFORMATION AGENCY



Supplier : TOYOTA BALINTAWAK INC. Address : V. Ang an General Evangelista St. Caloocan City, Metro Manila	P.O. No. : 24-11-061 Date: 15 November 2024 Mode of Procurement : Small Value Procurement
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Gentlemen:
 Please furnish this Office the following articles subject to the terms and conditions contained herein:

Place of Delivery : <u>PIA, Quezon City</u>			Delivery Term : <u>30 Calendar Days</u>		
Date of Delivery :			Payment Term :		
Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
	LOT	SCOPE OF WORK Supply of One (1) Lot of Labor and Materials for the Preventive Maintenance Toyota PRIUS Contract Duration <ul style="list-style-type: none"> • Project completion must be within thirty (30) working days upon receipt of Purchase Order. • Service Provider must be available during regular office hours (Monday to Friday/ 8:00 AM to 5:00 PM). Warranty <ul style="list-style-type: none"> • Three (3) months on workmanship done. <i>Note: All Documents for PR No. 24-10-086 shall form part of this Purchase Order</i>	1		PHP 78,157.48
Purpose : For the preventive maintenance of Toyota PRIUS			REQUISITIONING OFFICE/DEPT: SIGNATURE REDACTED ATTY. JULIUS S. DE PERALTA Chief, Administrative Division TOTAL PHP 78,157.48		

(Total Amount in Words) SEVENTY-EIGHT THOUSAND ONE HUNDRED FIFTY-SEVEN AND FORTY-EIGHT CENTAVOS (PHP 78,157.48)

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 on the undelivered item/s.

Conforme:

SIGNATURE REDACTED

Signature over Printed Name of Supplier

Date

Very truly yours,

SIGNATURE REDACTED

WILSON T. BUERANO JR.

Signature over Printed Name of Authorized Official

Deputy Director-General for Finance
 Designation

Fund Cluster : 101 **SIGNATURE REDACTED**
 Funds Available : Seventy-Eight Thousand One Hundred Fifty-seven and forty-eight centavos
ADELE RACHEL M. AQUINO
 Agency Accountant

ORS/BURS No. : 02-10101-2024-11-2024
 Date of the ORS/BURS: 15 Nov 2024
 Amount : PHP 78,157.48

Supplier's Bank Name& Branch:
 Supplier's Bank Account Name :
 Supplier's Bank Account Number :