



Republic of the Philippines
DEPARTMENT OF BUDGET AND MANAGEMENT
Malacañang, Manila

Telephone Nos: 7354902 *7351957

PURCHASE ORDER NO. 2013-026

Supplier: <u>Toto Auto Electrical Specialist</u>	Date: <u>February 12, 2013</u>
Address: <u>48-A Agno St., Banawe, Quezon City</u>	Mode of Procurement: <u>Shopping</u>
TIN:	

Gentlemen:
Please deliver the article(s) product(s)/supplies/materials listed below priced in accordance with your Quotation dated February 7, 2013, subject to the Terms and Conditions enumerated at the back hereof:

Place of Delivery:	Delivery Term:
Date of Delivery:	Payment Term:

Stock No.	Unit	Item and Description /Specification	Quantity	Unit Cost	AMOUNT
		Replacement of shock absorbers			
	set	Rear shock absorbers (left & right)	1		4,800.00
	set	Front Brake Pad (left & right)	1		1,400.00
	set	Rear Brake Shoe (left & right)	1		1,900.00
		Repace rotor Disc			900.00
		Labor			1,500.00
		No. of working days			
		Warranty period			
		Director Hordejan			
		Toyota Innova 2007			
		ZLM-194			

(Total Amount In Words)
Ten Thousand Five Hundred Pesos 10,500.00

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent (1%) for every day of delay shall be imposed.

Very truly yours,

Conforme:

Belin Hordejan
Signature over Printed Name of Supplier

Date

Sofia C. Yanto
ATTY. SOFIA C. YANTO
Director, Administrative Service
Authorized Official
(Representing End User)

Funds Availability Certified by:	OS No : <u>2013-2-213</u>
<u><i>Esperanza Q. Ignacio</i></u> ESPERANZA Q. IGNACIO Chief Accountant	Amount : <u>₱ 10,500.00</u>
	Date : <u>2/19/2013</u>

Distribution of Copies:
 / / Original copy for the Supplier's Conforme
 / / Agency's Central Supply and Property Section for file
 / / COA Auditor