



Republic of the Philippines  
**DEPARTMENT OF BUDGET AND MANAGEMENT**  
 Malacañang, Manila  
 Telephone Nos. 7354902 \* 7351957

**PURCHASE ORDER NO. 2013-036**

Supplier: <u>Anskor Trading Corporation</u>	Date: <u>February 28, 2013</u>
Address: <u>President Quirino Avenue, Paco, Manila</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 26, 2013, subject to the Terms and Conditions enumerated at the back hereof:

Place of Delivery: <u>Mabini Hall</u>	Delivery Term: <u>15 days</u>
Date of Delivery: <u>15 days upon receipt of P.O.</u>	Payment Term: <u>Upon completion of delivery &amp; acceptance</u>

Stock No.	Unit	Item and Description /Specification	Quantity	Unit Cost	AMOUNT
	units	Change Oil & Complete Service of 12 units Toyota Hi-Ace 2008, 2KD Engine	12	7,864.00	94,368.00
	PC.	LABOR COST x	1	200.00	
	LTR.	4 - ULTRA (FULLY SYNTHETIC) x	7	4,644.00	
	PC.	OIL FILTER ✓	1	300.00	
	PC.	FUEL FILTER ✓	1	450.00	
	LTR.	BEAR OIL x	5	900.00	
	PC.	AIR CLEANER ✓	1	450.00	
	LTR.	COOLANT x	1	390.00	
	PC.	COMPLETE WASH x	1	530.00	
				7,864.00	

(Total Amount In Words)  
**Ninety Four Thousand Three Hundred Sixty Eight Pesos** 94,368.00

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.

Conforme: ALEJO B. SUICO  
 Signature over Printed Name of Supplier  
3/7/13  
 Date

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

Funds Availability Certified by: <u>ESPERANZA Q. IGNACIO</u> Chief Accountant	OS No : <u>2013-3-218</u>
	Amount : <u>₱ 94,368.</u>
	Date : <u>3/11/2013</u>

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