



REPUBLIC OF THE PHILIPPINES  
**Trade and Investment Development Corporation of the Philippines**  
 17<sup>th</sup> Floor Citibank Tower, Citibank Plaza, Valero St. 1226 Makati City  
 Tel. No. 885-4700 / Fax # . 893-4852  
 TIN: 000-597-323-000 NV

FM-L3-AD-12  
 Revision 0  
 Effectivity: June 15, 2016

**JOB ORDER**

**SUPPLIER INFORMATION**

FLEETSERV, INC.  
 2F Chrisayson Building No. 6 12th Avenue, Brgy. Socorro, Cubao,  
 Quezon City PH  
 008-902-419-000

PHONE/FAX:  
 ATTENTION:

**TRANSACTION INFORMATION**

Status: JO  
 JO NO: 1240000644  
 JO Date: 02-Aug-2022  
 PAYMENT TERMS: 30 Days

Please deliver within 15 calendar days upon receipt of this order the following item/s to the General Services Department, Trade and Investment Development Corporation of the Philippines, 17th Floor Citibank Tower, Citibank Plaza, Valero St., Makati City.


Item No.	Qty	Unit	Articles / Description	Unit Cost	Total Cost	VAT	Net Value
	1	PCS	Preventive Maintenance of Toyota Fortuner PQY 895 Labor: For Kilometer checkup, tune up, change oil, Check brakes, adjust, and bleed, replace front and rear brakes	1,785.71	1,785.71	214.29	2,000.00
	1	PCS	Parts: Fuel element (1pc), Oil filter (1pc), Air cleaner (1pc), Engine Oil (7L), Wiper blades (3pcs), Brake pad (1 set), Brake shoe (1 set), Brake fluid (1L);	10,803.57	10,803.57	1,296.43	12,100.00
<b>TOTAL QTY ORDER: 2</b>				<b>TOTAL:</b>	12,589.29	1,510.71	14,100.00

Funds Available:


P 14,100.00

**RECOMMENDING APPROVAL:**

**APPROVED**

  
**Mercedita Cadavero Lapada**  
 Dept Head (VP) - Budget Management Department

  
**Marvin Anthony Coronado Galang**  
 Acting Department Head (VP), Facilities & General Svcs. Dept

  
**Ian Alamar Briones**  
 Group Head (Senior VP) - Corporate Shared Services Group

Please submit upon delivery four (4) copies each of your Invoice/Delivery Receipt showing our P.O. No., two (2) copies each of Certificate of Registration of Business Name, the Articles of Incorporation, in case of corporations and Vat Registration Certificate.

If you fail to comply with your delivery commitment, or if the materials that you will deliver are not in accordance with your offer and will be rejected by the requisitioner, award will be given to the next lowest bidder or purchase of said materials will be made in the open market and the differences in price to be charged against you.

Delay in delivery of the above item/s is subject to penalty of 1/10 of 1% of the total value of this Order each day of delay. Please return duplicate copy hereof to this Office duly signed by your authorized representative.

In case this matter is referred to an attorney-at-law for collection or legal action, you agree to pay the sum equivalent to ten percent (10%) of the amount involved but in no case less than Twenty Thousand Pesos (P 20,000.00) for and as attorney's fees and the cost of litigation.

The venue of court action, whether commenced by either of the parties, shall be laid exclusively in the proper court of Makati City.

This agreement is subject to such additional terms that the parties may agree upon in writing.

REFERENCE OF PRICES: Warren Vintada 20  
RECEIVED ORIGINAL PURCHASE ORDER: 05-12-22

REFERENCE REQUISITION NO. \_\_\_\_\_  
DATE \_\_\_\_\_

BIR PERMIT NO: 050-CBA-031912-000628

DATE ISSUED: 19-MAR-2012

SERIES NO: 40000001 to 40009999