



FIXED ASSET PURCHASE ORDER

To : **SERVIJET**

#8 ROAD GUINTO SUBD., APARENTE ST. EXT., PUROK MALAKASGENSAN CITY

P.O. No. F-2025-09-00299

DATE : 09/24/2025

UoM	Qty	Item Description	Unit Cost	Amount
PIECE/S	1	LABOR PACKAGE : LABOR, AMBULANCE / VAN REPAIR	2,500.00	2,500.00
PIECE/S	1	AIRCON REPAIR, VAN : AIRCON REPAIR	7,500.00	7,500.00
	1	LABOR COST FOR AIRCON REPAIR, VAN	7,500.00	7,500.00
			Amount :	17,500.00
			Discount :	0.00
			Grand Total :	17,500.00

Remarks: GENERAL CLEANING OF VAN AIRCON FRONT AND BACK
REPAIR OF SLIDING DOOR

Prepared By :

Bryan . Balbuena

Purchasing Clerk

Noted By :

Bevylynn C. Leyble

MMO-Department Head

Approved By :

KEVIN PAUL PALACA, RSW, MHCM

Administrator/CEO

Note :

Purchase Order Number must appear on all invoices. DRs and Packages. Delivery Receipt and / or invoices must accompany goods and be endorsed with the Purchased Order Number. Otherwise, acceptance will be refused. Invoice must be submitted within (7) days if delivery is made against Delivery Receipt only, all deliveries are subject to inspection and approved by our inspector. Payments will be made against Original Invoices and upon presentation of the original Purchase Order.