



Republic of the Philippines  
**DEPARTMENT OF BUDGET AND MANAGEMENT**  
 GENERAL SOLANO STREET, SAN MIGUEL, MANILA  
 Trunkline: 657-3300 | TeleFax No. 7354979

**PURCHASE ORDER NO. 2018-230**

Supplier: GBR-GEN General Merchandise	Date: December 21, 2018
Address: 1034-A Mindoro Street, Sampaloc, Manila	Mode of Procurement: Small Value Procurement
TIN:	

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

Place of Delivery: DBM Building III	Delivery Term: Within 20 working days upon receipt of Purchase Order
Date of Delivery: Within 20 working days upon receipt of Purchase Order	Payment Term: Upon completion of delivery and acceptance

Stock No.	Unit	Item and Description /Specification	Quantity	Unit Cost	AMOUNT
	pcs	Supply and Delivery of Batteries for Various Offices II 2SMF Battery (CPMS, OACDM, OARUT)	3	₱ 6,760.00	₱ 20,280.00

(Total Amount In Words)  
 Twenty Thousand Two Hundred Eighty Pesos ₱ 20,280.00

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:

*[Signature]*  
 Signature over Printed Name of Supplier  
 Date: 12/21/2018

*[Signature]*  
 THEA MARIE CORINNE F. PALARCA  
 Director IV, Administrative Service **MAD**  
 Authorized Official  
 (Representing End User)

Funds Availability Certified by: <i>[Signature]</i> ESPERANZA Q. IGNACIO Chief Accountant	OS No : <u>021011012018-12-2966</u> Amount : <u>₱ 20,280.-</u> Date : <u>12/21/18</u>
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Distribution of Copies:  
 / / Original copy for the Supplier's Conforme  
 / / Agency's Central Supply and Property Section for file  
 / / COA Auditor



Republic of the Philippines  
**DEPARTMENT OF BUDGET AND MANAGEMENT**  
 GENERAL SOLANO STREET, SAN MIGUEL, MANILA  
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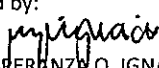
Stock No.	Unit	Item and Description /Specification	Quantity	Unit Cost	AMOUNT
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(Total Amount In Words)  
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In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent (1%) for every day of delay shall be imposed.

Conforme:   
ELIZABETH S. DELA CRUZ  
 Signature over Printed Name of Supplier  
12/21/2018  
 Date

Very truly yours,  
  
**THEA MARIE CORNET. PALARCA**  
 Director IV, Administrative Service MAD  
 Authorized Official  
 (Representing End User)

Funds Availability Certified by:  <b>ESPERANZA Q. IGNACIO</b> Chief Accountant	OS No : <u>0210110/2018-12-2966</u> Amount : <u>₱ 20,280.</u> Date : <u>12/21/18</u>
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REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF BUDGET AND MANAGEMENT  
GENERAL SOLANO STREET, SAN MIGUEL, MANILA

**NOTICE TO PROCEED**

December 21, 2018

**Mr. Priscillo Sumagpang**  
1034-A Mindoro Street,  
Sampaloc, Manila

Dear **Mr. Sumagpang**:

Per attached Purchase Order No. 2018-230, we hereby notify you that your Office may proceed with the delivery of the project "*Supply and Delivery of Batteries for Various Offices II*", upon receipt and acceptance of this Notice.

In this regard, your Office shall coordinate with our Procurement Management Division to ensure compliance with the item/service specification, and the terms stated at the back of the Purchase Order.

Thank you very much.

Very truly yours,

  
THEA MARIE CORINNE F. PALARCA  
Director IV, Administrative Service MAD

  
EURA BOTH *12/21/2018*  
Conforme / Date



REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF BUDGET AND MANAGEMENT  
GENERAL SOLANO STREET, SAN MIGUEL, MANILA

**NOTICE OF AWARD**

December 21, 2018

**Mr. Priscillo Sumagpang**  
1034-A Mindoro Street,  
Sampaloc, Manila

Dear **Mr. Sumagpang**:

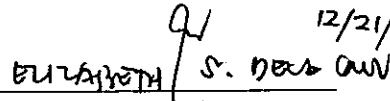
We are pleased to inform you that the project "*Supply and Delivery of Batteries for Various Offices II*", is hereby awarded to your company in the amount of Twenty Two Thousand Two Hundred Eighty Pesos (P 20,280.00).

Based on evaluation of your submitted documents, the Administrative Service finds your submission as the lowest calculated and responsive quotation for the said project.

Thank you very much.

Very truly yours,

  
THEA MARIE CORINNE F. PALARCA  
Director IV, Administrative Service MAD

  
Elizabeth S. News  
Conforme / Date 12/21/2018

**TERMS AND CONDITIONS  
(PURCHASE ORDER)**

1. ALL PRICES QUOTED HEREIN ARE VALID, BINDING AND EFFECTIVE AT LEAST WITHIN THIRTY (30) CALENDAR DAYS FROM DATE OF QUOTATION.
2. AWARDEE shall be responsible for the source(s) of his supplies/materials/equipment and shall make deliveries in accordance with schedule, quality and specifications of the award and purchase order (PO). Failure by the AWARDEE to comply with the same shall be ground for cancellation of the award and purchase order issued to that AWARDEE and for re-awarding the item(s) to the Next Lowest Responsive Proposal, as determined by the DBM Bids and Awards Committee and approved by the Secretary of Budget and Management or his duly authorized representative.
3. The Goods shall only be delivered by the Supplier at the Property Section, General Services Division of the Procuring entity's Administrative Service located at Ground Floor, DBM Bldg. III , Gen. Solano St., San Miguel, Manila , not later than 10:00 am up to 3:00 pm on the date of delivery as indicated in PO.  
  
Moreover, the delivery schedule as indicated in the PO may be modified at the option of the Procuring Entity, with prior due notice, written or verbal, to the Supplier.
4. Subject to the provisions of the preceding paragraph, where AWARDEE has accepted a purchase order but failed to deliver the required product(s) within the time called for in the same order, he shall be extended a maximum period of fifteen (15) calendar days to make good his delivery. Thereafter if AWARDEE has not completed delivery within the extended period, the subject purchase order shall be cancelled and the award for the undelivered balance withdrawn from that AWARDEE, without prejudice to the imposition of liquidated damages. The DBM shall then purchase the required item(s) from such other source(s) as it may determine, with the difference in price to be charged against the DEFAULTING AWARDEE. Refusal by the DEFAULTING AWARDEE to shoulder the price difference shall be ground for his disqualification from future bids of the same or all items, without prejudice to the imposition of other sanctions as prescribed under R.A. 9184 and its IRR.
5. The Goods delivered are accepted by the Procuring Entity as to quantity only. However, inspection as to the Goods' compliance with the technical specifications, and its order and condition, will be done in the presence of the representatives of both Supplier and Procuring Entity within three (3) working days from the date of delivery upon prior due notice, written or verbal, to the authorize representative of the Supplier. The inspection will push through as scheduled even in the absence of the Supplier's representative, if the latter was duly notified. In which case, the results of the inspection conducted by the Procuring Entity shall be final and binding upon the Supplier.
6. Rejected deliveries shall be construed as non-delivery of product(s) /item(s) so ordered and shall be, if applicable, subject to liquidated damages and to the terms and conditions prescribed under item 4 hercof.
7. Supplier shall guarantee the deliveries to be free from defects. Any defective item(s)/product(s) that may be discovered by the DBM within seven (7) working days after acceptance of the same shall be replaced by the supplier within seven (7) working days or until stocks are available upon receipt of a written notice. Beyond the said time frame, defective units will be picked up by the supplier for assessment.
8. A penalty of one-tenth of one percent (0.001) of the cost of the unperformed portion for everyday of delay.  
  
The maximum deduction shall be ten percent (10%) of the amount of contract. Once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, the procuring entity shall rescind the contract, without prejudice to other courses of action and remedies open to it. The Procuring Entity may also rescind the contract and impose 10% of the amount of the contract as liquidated damages, upon non-performance by the Supplier of any of its obligations under the contract  
  
The imposition of liquidated damages in all instances shall be automatic, except upon prior request for extension and approval thereof by the Procuring Entity before the scheduled delivery date. Any request for extension not acted upon before delivery date shall be considered denied.
9. All duties, excise and other taxes and revenue charges, if any, shall be for the supplier's account.
10. The technical specifications, bid proposal and other documents required from the AWARDEE shall form part of this Purchase Order.

Accepted By:

REPUBLIC OF THE PHILIPPINES)  
CITY OF MANILA ) S.S.

\_\_\_\_\_  
AWARDEE

BEFORE ME, a Notary Public for and in the City of Manila, Philippines on this \_\_\_\_\_ day of \_\_\_\_\_, 2018, personally appeared \_\_\_\_\_ known to me to be the same person who accepted the foregoing Terms and Conditions of a Purchase Order and who acknowledged to me that the same is his free and voluntary act and deed and of the entity that he represents.

This Instrument refers to a \_\_\_\_\_ consisting of \_\_\_\_\_ (\_\_\_\_\_) pages including this page and its Annexes, signed by the parties and their material witnesses.

WITNESS MY HAND AND SEAL this \_\_\_\_\_ day of \_\_\_\_\_, 2018

Doc No \_\_\_\_\_ :  
Page No \_\_\_\_\_ :  
Book No \_\_\_\_\_ :  
Series of 2018.



**OBLIGATION REQUEST AND STATUS**

Department of Budget and Management

Serial No. : 02-101107-2018-12-002966

Date : 12/21/2018

Fund Cluster: 01

2966

Payee : GBR-GEN GENERAL MERCHANDISE

Office :

Address: 1034-A Mindoro Street, Sampaloc, Manila

Responsibility Center	Particulars	MFO/PAP	UACS Object Code	Amount
	Payment for the Supply and Delivery of Batteries for Various Offices II assigned to AS-GSD.			20,280.00
060010100000-01-01-01 DSEC		1000010001000	5021306001	13,520
060010100000-0-05 CPRS				6,670

Purchase Order no, 2018-230 20,280.00

<p><b>A. Certified :</b> Charges to appropriation /allotment are necessary, lawful and under my direct supervision; and supporting documents valid, proper and legal</p> <p>Signature : <u><i>[Signature]</i></u></p> <p>Printed Name : <u>THEA MARIE CORINNE F. PALARCA</u></p> <p>Position : <u>Director IV, AS</u> <span style="float: right;">MAD</span></p> <p>Date : <u>Dec 21, 2018</u></p>	<p><b>B. Certified :</b> Allotment available and obligated for the purpose/adjustment necessary as indicated above</p> <p>Signature : <u><i>[Signature]</i></u></p> <p>Printed Name : <u>EDEN D. PANGILINAN</u></p> <p>Position : <u>Head, Budget Division/Unit/Authorized Representative</u></p> <p>Date : <u>12-21-18</u></p>
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**C. STATUS OF OBLIGATION**

Reference				Amount			
Date	Particulars	ORS/JEV/Check/ ADA/TRA No.	Obligation (a)	Payable	Payment	Balance	
				(b)	(c)	Not Yet Due (d)	Due and Demandable (e)

*[Faint stamps and handwritten notes at the bottom of the page]*



**Republic of the Philippines**  
 Department of Budget and Management (DBM)  
 Office of the Secretary, Central Office

**PURCHASE ORDER**

<b>Supplier:</b>	GBR-GEN GENERAL MERCHANDISE INC.	<b>PO No.:</b>	01-06001-PO-2018-12-00007
<b>Address:</b>	General Solano Street San Miguel Manila, 1005	<b>PO Date:</b>	December 21, 2018
<b>TIN:</b>	eNGAS0021700	<b>Bank Name:</b>	
<b>Tel.No.:</b>	657-3300	<b>Bank/Branch:</b>	
<b>Fax No.:</b>		<b>Bank A/C No.:</b>	
<b>Mode of Procurement:</b>	Small Value Procurement	<b>Account Type:</b>	
<b>Month:</b>	December	<b>PR No.:</b>	01-06001-PR-2018-12-00032
<b>Fund Cluster:</b>	01 - Regular Agency Fund		
<b>Funding Source:</b>	01101101 - Specific Budgets of National Government Agencies		

Sir/Madam:

Please furnish this Office the following articles subject to the terms and conditions contained herein:

**Delivery Terms:** 10 working days upon receipt of the PO

**Payment Terms:** 30 days upon receipt / acceptance of Invoice

No	Unit	Description	Quantity	Unit Cost	Amount
1	Piece	2smf Battery	3.00	6,760.00	20,280.00
<b>Total P</b>					<b>20,280.00</b>

(Total Amount in Words) **\*\*TWENTY THOUSAND TWO HUNDRED EIGHTY PESOS AND 00/100\*\***

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

Conforme:

Very truly yours,

Marco David

\_\_\_\_\_  
Signature over Printed Name of Supplier

\_\_\_\_\_  
Signature over Printed Name of Authorized Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Designation

**Delivery Schedule**

No	Description	Delivery Date From	Delivery Date To	Place of Delivery	Quantity
1	2smf Battery	12/01/2018	12/31/2018		3.00

**2**



**Republic of the Philippines**  
 Department of Budget and Management (DBM)  
 Office of the Secretary, Central Office  
**PURCHASE REQUEST**

Fund Cluster: 01 - Regular Agency Fund

Funding Source: 01101101 - Specific Budgets of National Government Agencies

PR No.: 01-06001-PR-2018-12-00032

Date: December 18, 2018

Month: December

No.	Unit Cost	Total Cost
1	7,000.00	21,000.00
<p>For approval            01-06001-PR-2018-12-00032            ✓ PMD 12-21, 2018</p>		
Total		P
		21,000.00

Amount In Words: \*\*TWENTY ONE THOUSAND PESOS AND 00/100\*\*

Description: For the use of DBM Motor Vehicles

Requested By:	Approved By:
Signature: _____	_____
Printed Name: ARGEE M. STA. BARBARA	_____
Designation: OIC-Chief Administrative Officer	_____

2  
2



ABSTRACT OF QUOTATIONS


Project Title: Supply and Delivery of Batteries for Various Offices II

ABC: 23,200

Date: December 21, 2018

Item/Description		GBR-GEN General Merchandise		Offered Specifications	St. Mark Auto Supply		Valueplus Auto Service Inc.		1 Stop Battery Shop Inc.	
Qty	Particulars	Unit	Total		Unit	Total	Unit	Total	Unit	Total
3	2SMF Battery	pcs	₱ 6,760.00	2SMF Battery	₱ 6,900.00	₱ 20,700.00	₱ 6,931.00	₱ 20,793.00	₱ 7,000.00	₱ 21,000.00
<b>Total Price</b>			₱ 20,280.00			₱ 20,700.00		₱ 20,793.00		₱ 21,000.00
<b>Ranking</b>			1			2		3		4
<b>Remarks</b>			GBR-GEN General Merchandise, having the lowest responsive quotation, considered as the awardee.							

Prepared by:

  
**MARCO A. DAVID**  
 Administrative Officer II

Reviewed by:

  
**JOYCE D. LABAO**  
 OIC-Chief Administrative Officer, PMD

Approved by:

  
**THEA MARIE CORINNE F. PALARCA**  
 Director IV, Administrative Service



REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF BUDGET AND MANAGEMENT  
Malacañang, Manila

12/04/2018

Date

REQUEST FOR PRICE QUOTATION

Company

GBR-GEN General Merchandise

Tel. No. 806-1451 | 715-4130

Fax No.

Please quote us your lowest price on the item/s listed below.

Quantity	Unit	Item/s	Unit Price	Total Price
3	pcs	Battery 2SMF	₱ 6,760.00	₱ 20,280.00

Total: ₱ 20,280.00

Quotation from PO 2018-225 dated December 17, 2018

Very truly yours,

JOYCE D. LABAO

OIC-Chief Administrative Officer, PMD

Quoted by:

Priscillo Sumagpang

Printed name & Signature

Sales Manager

Position/Title

Canvassed by:

MARCO A. DAVID

Printed name & Signature

Administrative Officer II

Position/Title

Remarks:

Quotation obtained through saturation. Please see attached.

Telephone: 657-3300 Loc. 3115 Fax: 735-4979

email: mdavid@dbm.gov.ph



REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF BUDGET AND MANAGEMENT  
Malacañang, Manila

12/05/2018

Date

REQUEST FOR PRICE QUOTATION

Company

St. Mark Auto Supply

Tel. No. 371-5429 | 371-5439

Fax No.

Please quote us your lowest price on the item/s listed below.

Quantity	Unit	Item/s	Unit Price	Total Price
----------	------	--------	------------	-------------

3	pcs	Battery 2SMF	₱ 6,900.00	₱ 20,700.00
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Total: ₱ 20,700.00

Quotation from PO 2018-225 dated December 17, 2018

Very truly yours,

  
JOYCE D. LABAO

OIC-Chief Administrative Officer, PMD

Quoted by:

Rodolfo Ong

Printed name & Signature

Sales Manager

Position/Title

Canvassed by:

MARCO A. DAVID

Printed name & Signature

Administrative Officer II

Position/Title

Telephone: 657-3300 Loc. 3115 Fax: 735-4979

email: mdavid@dbm.gov.ph

Remarks:

Quotation obtained through saturation. Please see attached.



REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF BUDGET AND MANAGEMENT  
Malacañang, Manila

12/03/2018

Date

REQUEST FOR PRICE QUOTATION

Company

Valueplus Auto Services  
Philippines Inc.

Tel. No. 413-8888

Fax No.

Please quote us your lowest price on the item/s listed below.

Quantity	Unit	Item/s	Unit Price	Total Price
3	pcs	Battery 2SMF	₱ 6,931.00	₱ 20,793.00

Total: ₱ 20,793.00

Quotation from PO 2018-225 dated December 17, 2018

Very truly yours,

OIC-Chief Administrative Officer, PMD

Quoted by:

Aristotle Agustin

Printed name & Signature

Fleet Specialist

Position/Title

Canvassed by:

MARCO A. DAVID

Printed name & Signature

Administrative Officer II

Position/Title

Telephone: 657-3300 Loc. 3115 Fax: 735-4979

email: mdavid@dbm.gov.ph

Remarks:

Quotation obtained through email  
confirmed still valid.



REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF BUDGET AND MANAGEMENT  
Malacañang, Manila

12/05/2018

Date

REQUEST FOR PRICE QUOTATION

Company

1 Stop Battery Shop Inc.

Tel. No. 251-2279

Fax No.

Please quote us your lowest price on the item/s listed below.

Quantity	Unit	Item/s	Unit Price	Total Price
3	pcs	Battery 2SMF	₱ 7,000.00	₱ 21,000.00

Total: ₱ 21,000.00

Quotation from PO 2018-225 dated December 17, 2018

Very truly yours,

*JOYCE D. USAB*

OIC-Chief Administrative Officer, PMD

Quoted by:

Rose Tahutan

Printed name & Signature

Manager

Position/Title

Canvassed by:

*MARCO A. DAVID*

Printed name & Signature

Administrative Officer II

Position/Title

Telephone: 657-3300 Loc. 3115 Fax: 735-4979

email: mdavid@dbm.gov.ph

Remarks:

Quotation obtained through saturation. Please see attached.

PR-2018-12-0032

**PURCHASE REQUEST**

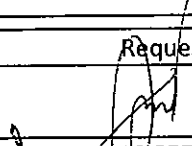

Department of Budget and Management

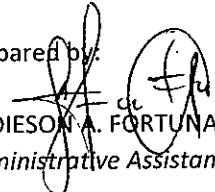
Agency

Department: Administrative Service PR No.: 18-783 Date: DEC. 18, 2018  
 Section: General Service Division SAI No.: \_\_\_\_\_ Date: \_\_\_\_\_

Stock No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	pcs	Replacement of defective 2 smf battery	3		₱ 21,000
		ABE 1035 Toyota Innova			
		ABE 1006 Toyota Innova			
		LHK 604 Toyota Innova			
		*****			

Purpose: For the use of DBM Motor Vehicles

	Requested by:	Approved by:
Signature:		
Printed Name:	ENGR. ARGEE STA BARBARA	THEA MARIE CORINNE F. PALARCA
Designation:	OIC Chief Administrative Officer	OIC Director, AS

Prepared by:   
 EDDIE SON A. FORTUNA  
 Administrative Assistant V

REPUBLIC OF THE PHILIPPINES  
 Department of Budget and Management  
 General Solano Street, San Miguel, Manila

**REQUISITION AND ISSUE SLIP**

Entity Name : Department of Budget and Management  
 Division/Unit : AS  
 Office : AS

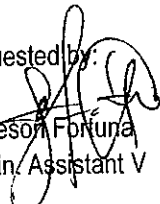

Fund Cluster :  
 Responsibility Center Code :  
 RIS No. : AS

Requisition

Stock Available? Issue  
 Yes No QTY Remarks  
 Yes No Quantity Remarks

Stock No.	Unit	Description	QTY	Yes	No	QTY	Remarks
Stock No.	Unit	Description	Quantity	Yes	No	Quantity	Remarks
	pcs	2smf battery	3		-		
					-		
					-		
					-		
					-		
					-		
					-		
					-		
					-		
					-		

Purpose: For the use of DBM Motor vehicle

Signature : Requested by:  Approved by:  Issued by: Received by:  
 Printed Name : Eddieson Fortuna Engr. Argee Sta. Barbara Chozas, Michael Dennis D. Eddieson Fortuna  
 Designation : Admin. Assistant V OIC Chief Admin. Officer Administrative Officer IV Admin. Assistant V  
 Date :



DEPARTMENT OF BUDGET AND MANAGEMENT  
PRE-INSPECTION REPORT

12-14-18-121

Date 12/14/2018 Vehicle / Plate No. Toyota Innova ABE 1006  
Requisitioning Office/Dept. CPMS- OIC Dir. Escalante


Nature and Scope of Last Repair , if any :  
Last replacement of battery, Oct. 16, 2018

Complaints/Defects :  
Defective battery

Parts /components to be Repaired / Replaced:  
Battery 2smf

FINDINGS / OBSERVATIONS:  
For Maintenance

18/2/12

  
ROBERT B. MARASIGAN  
Property Inspector

Date : December 14, 2018



ABE 1006

TOYOTA INNOVA



DEPARTMENT OF BUDGET AND MANAGEMENT  
ADMINISTRATIVE SERVICE  
MOTORPOOL JOB REQUEST FORM

JRF No: 211  
Date: DEC-13, 2018

MOTOR VEHICLE ASSIGNED TO CPMS DIR. ESCALANTE

NATURE OF REQUEST:

- Complete Service
- Aircon Cleaning
- Change Battery
- Change Tire
- Aircon Repair
- Engine Repair
- Others (specify) \_\_\_\_\_

Requested by:  
*NOEL RAMIL*  
NOEL O. RAMIL 12/13/2018  
Administrative Officer / Driver

Approved by:  
*ROWEL A. ESCALANTE*  
ROWEL A. ESCALANTE  
Bureau/Service/Office Head

To be filled by Motorpool Unit:

Date of Motor Vehicle Evaluation: 12/13/18

INITIAL FINDINGS/WORKS TO BE DONE:  
REPLACEMENT OF DEFECTIVE BATTERY

Part(s) Recommended to be replaced, if any:

Quantity	Parts Name / Description
1 PC	25MF BATTERY

Evaluated by:  
*EDDIESON FORTUNA*  
EDDIESON FORTUNA  
KAV

Approved by:

Noted by:  
*ENGR. ARGEE M. STA. BARBARA*  
ENGR. ARGEE M. STA. BARBARA  
OIC-Chief Administrative Officer, GSD

12-14-18-121

DEPARTMENT OF BUDGET AND MANAGEMENT

**Vehicle Record**

Vehicle Price: P 1,001,027.79  
 Unit Description: TOYOTA INNOVA 2.5 E DLS / 2014  
 Date Acquired: January 23,2014  
 End-User: Director Escalante

Red Plate: SHR 886  
 Security Plate: ABE 1006  
 Engine No. 2KDU383801  
 Chassis No. KUN405101191

Date	Work / Repair Done	Amount	Total
<b>2014</b>			
27-Jan	Installation of Rain Gutter	2,000.00	
27-Jan	Installation of Alarm	5,900.00	
07-May	1,000 km check-up	5,079.98	
05-Jun	5,000 km check-up	5,080.01	
23-Oct	10,000 km complete engine service	5,630.00	
<b>2015</b>			
31-Mar	Complete engine service	4,568.00	
25-Jun	21000 km check-up	9,610.80	
28-Sep	aircon cleaning	5,500.00	
07-Oct	replacement of 2smf battery	6,172.00	
01-Dec	change oil	3,929.00	
<b>2016</b>			
11-Jul	replacement of 4 tires w/ camber and wheel alignment	20,600.00	
16-Oct	replacement of defective 2smf battery	6,172.00	
22-Nov	Change oil	4,282.00	
28-Dec	wiper	700.00	
<b>2017</b>			
25-Mar-17	Emergency replacement of defective brake pads	2,326.00	
02-Jul	45000 km check-up and aircon cleaning	23,412.00	
11-Dec	Change oil	5,739.00	
<b>2018</b>			
10-Jul	Change oil	4,369.00	
01-Oct	General cleaning of aircon and replacement of defective parts from aircon system	22,100.00	
04-Dec	wiper blade front rear	850.00	



DEPARTMENT OF BUDGET AND MANAGEMENT  
PRE-INSPECTION REPORT

12-18-18-129

Date 12/18/2018

Vehicle / Plate No.

TOYOTA INNOVA LHK 604

Requisitioning Office/Dept.

OARUT

Nature and Scope of Last Repair , if any :

Change oil

Complaints/Defects :

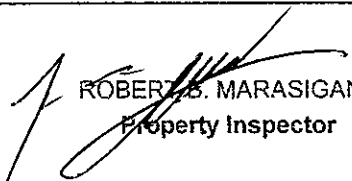
Hard starting

Parts /components to be Repaired / Replaced:

Battery

FINDINGS / OBSERVATIONS:

Defective Battery

  
ROBERT B. MARASIGAN  
Property Inspector  
Date : December 18, 2018







DEPARTMENT OF BUDGET AND MANAGEMENT  
PRE-INSPECTION REPORT

12-18-18-128

Date 12/18/2018  
Requisitioning Office/Dept.

OACDM

Vehicle / Plate No.

MIT'S ASX ABE 1035

Nature and Scope of Last Repair, if any :

Additional freon

Complaints/Defects :

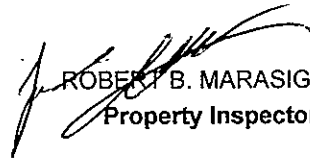
Hard starting

Parts /components to be Repaired / Replaced:

Battery

FINDINGS / OBSERVATIONS:

Defective Battery

  
ROBERT B. MARASIGAN  
Property Inspector

Date : December 18, 2018



**DEPARTMENT OF BUDGET AND MANAGEMENT**

Vehicle Record

Vehicle Price: P 1,223,323.92  
 Unit Description: MITSUBISHI ASX 2.0L 4X2A/T  
 Date Acquired: November 17, 2014  
 End-User: Assistant Secretary Clarito Alejandro D. Magsino  
 Color: Black

Red Plate: SAA 1910  
 Security Plate: ABE 1035  
 Engine No. 4B11NM4910

Chassis No. JMYXTGA2WFZ000596

Date	Work / Repair Done	Amount	Total
<b>2015</b>			
24-Feb	purchase floor matting	900.00	
23-May	1000 km check up	2,460.00	
<b>2016</b>			
03-Oct-16	25000 km check-up and aircon cleaning	9,266.33	
10-Nov	Replacement of 2smf battery	6,172.00	
15-Dec-16	Installation of car tint	7,000.00	
<b>2017</b>			
06-Apr-17	30,000 km check-up and aircon cleaning	17,107.11	
29-Jun	Emergency replacement of 4 tires w/ camber, wheel alignment and balancing	41,500.00	
25-Nov	40,000 km check-up	14,952.85	
19-Dec	Emergency replacement of defective brake pad	6,055.76	
<b>2018</b>			
	removing of car tint	250.00	
27-Jun	50,000 km check-upj	13,748.04	
05-Sep	freon additional	800.00	





**ADMINISTRATIVE SERVICE (PROCUREMENT MANAGEMENT DIVISION and GENERAL SERVICES DIVISION)**

Name of Payee: GBR-GEN GENERAL MERUAANOISE  
 Title of Project: SUPPLY AND DELIVERY OF BATTERIES FOR VARIOUS OFFICES II  
 Contract Cost: 20,280

CHECKLIST OF DOCUMENTS		REMARKS
Checklist of documents forwarded to Finance Service for:		
<b>A. FUNDING (OBLIGATION AND CAF)</b>		
1. <input checked="" type="checkbox"/>	Purchase Request/ APP	18-783
2. <input checked="" type="checkbox"/>	Pre-Inspection Report	
3. <input checked="" type="checkbox"/>	Obligation Request and Status	
4. <input checked="" type="checkbox"/>	Eligibility Documents of Suppliers	
5. <input checked="" type="checkbox"/>	Purchase Order/Contract	18-230
6. <input checked="" type="checkbox"/>	Request for Price Quotation	
7. <input checked="" type="checkbox"/>	Abstract of Quotation	
8. <input checked="" type="checkbox"/>	Notice of Award	
9. <input checked="" type="checkbox"/>	Notice to Proceed	
10. <input checked="" type="checkbox"/>	Distribution List	
11. <input checked="" type="checkbox"/>	Other Documents, if any.	

21

Received checked items:

\_\_\_\_\_  
*Print Name & Signature* *Date and Time*

<b>B. PROCESSING OF PAYMENT (DV)</b>		
1. <input type="checkbox"/>	Obligation Request and Status	
3. <input type="checkbox"/>	Pre-Inspection Report	
4. <input type="checkbox"/>	Inspection and Acceptance Report	
5. <input type="checkbox"/>	Delivery Receipt	
6. <input type="checkbox"/>	Sales Invoice/Statement of Account	
7. <input type="checkbox"/>	Warranty/Guaranty Certificate	
8. <input type="checkbox"/>	Purchase Request / APP	
9. <input type="checkbox"/>	Purchase Order/Contract	
10. <input type="checkbox"/>	Request for Price Quotation	
11. <input type="checkbox"/>	Abstract of Quotation	
12. <input type="checkbox"/>	Notice of Award	
13. <input type="checkbox"/>	Notice to Proceed	
14. <input type="checkbox"/>	Distribution List	
15. <input type="checkbox"/>	Certificate of Acceptance from End-user	
16. <input type="checkbox"/>	F/SMI (Report of Supplies and Materials Issued)	
17. <input type="checkbox"/>	RIS (Requisition and Issue Slip)	
18. <input type="checkbox"/>	ICS (Inventory Custodian Slip)	
19. <input type="checkbox"/>	PAR (Property Acknowledgement Receipt)	
20. <input type="checkbox"/>	WMR (Waste Material Report)	
21. <input type="checkbox"/>	Other Documents, if any.	

Received checked items:

\_\_\_\_\_  
*Print Name & Signature* *Date and Time*

**C. ADDITIONAL DOCUMENTS, if any**  
 \_\_\_\_\_  
 \_\_\_\_\_