



Republic of the Philippines
DEPARTMENT OF BUDGET AND MANAGEMENT
GENERAL SOLANO STREET, SAN MIGUEL, MANILA
TeleFax No. 7354979

PURCHASE ORDER NO. 2019-025

Supplier: Toyota Manila Bay Corporation	Date: March 1, 2019
Address: <u>Roxas Boulevard, corner EDSA extension,</u> <u>Barangay 76, Pasay City</u>	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: Fifteen (15) working days upon receipt of Purchase Order (PO)
Date of Delivery: Fifteen (15) working days upon receipt of Purchase Order (PO)	Payment Term: Upon completion of delivery and acceptance

Stock No.	Unit	Item and Description /Specification	Quantity	Unit Cost	AMOUNT
	lot	Reface of Rotor Disc and Replacement of Defective Brake Shoe and Brake Pads for Toyota Innova ABE 1017	1	₱ 14,591.53	₱ 14,591.53

(Total Amount In Words)
Forteen Thousand Five Hundred Ninety One Pesos and 53/100 ₱ **14,591.53**

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 over Printed Name of Supplier
MAR 05 2019
Date
THEA MARIE CORINNE F. PALARCA
Director IV, Administrative Service ^{MAD}
Authorized Official
(Representing End User)

Funds Availability Certified by: <u></u> ESPERANZA Q. IGNACIO Chief Accountant	OS No : <u>021011012019-03-269</u> Amount : <u>₱ 14,591.53</u> Date : <u>3/4/2019</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

NOTICE TO PROCEED

March 1, 2019

Mr. Sherman Caruana
Toyota Manila Bay Corporation
Roxas Boulevard, corner EDSA extension,
Barangay 76, Pasay City

Dear **Mr. Caruana**:

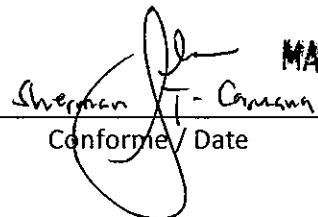
Per attached Purchase Order No. **2019-025**, we hereby notify you that your Office may proceed with the delivery of the project "*Reface of Rotor Disc and Replacement of Defective Brake Shoe and Brake Pads for Toyota Innova ABE 1017*", upon receipt and acceptance of this Notice.

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 WAD


Sherman F. Caruana
Conformed / Date
MAR 05 2019



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

NOTICE OF AWARD

March 1, 2019

Mr. Sherman Caruana
Toyota Manila Bay Corporation
Roxas Boulevard, corner EDSA extension,
Barangay 76, Pasay City

Dear Mr. Caruana:

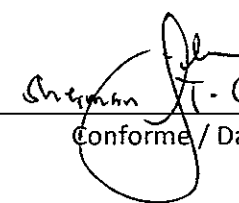
We are pleased to inform you that the project "*Reface of Rotor Disc and Replacement of Defective Brake Shoe and Brake Pads for Toyota Innova ABE 1017*" is hereby awarded to your company in the amount of Forteen Thousand Five Hundred Ninety One Pesos and 53/100 (Php14,591.53)

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 MND


MAR 05 2019
Conforme / Date

ABSTRACT OF QUOTATIONS

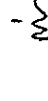
Project Title: Reface of Rotor Disc and Replacement of Defective Brake Shoe and Brake Pads for Toyota Innova ABE 1017

ABC: 15,300

Date: March 01, 2019

Item/Description		Toyota Manila Bay Corporation 581-6168		Offered Specifications		Toyota Otis Inc. 564-1811 to 20		Valley South Motor Works 404-1631	
Qty	Unit	Particulars	Unit	Total		Unit	Total	Unit	Total
1	lot	Reface of Rotor Disc and Replacement of Defective Brake Shoe and Brake Pads for Toyota Innova ABE 1017	₱ 14,591.53	₱ 14,591.53	Reface of Rotor Disc and Replacement of Defective Brake Shoe and Brake Pads for Toyota Innova ABE 1017	₱ 14,941.42	₱ 14,941.42	₱ 16,172.80	₱ 16,172.80
Total Price			₱ 14,591.53			₱ 14,941.42		₱ 16,172.80	
Ranking			1			2		3	
Remarks		Toyota Manila Bay Corporation, having the lowest calculated 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 MAD



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

February 28, 2019

Date

REQUEST FOR PRICE QUOTATION

Company

Toyota Manila Bay Corporation
Roxas Boulevard, cor EDSA extn.
Brgy. 76, Pasay City
Tel. No. 581-6168
Fax No. 581-6122
Email: s.caruana@toyotamanilabay.com.ph

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

Quantity	Unit	Item/s	Unit Price	Total Price
1	lot	Reface of Rotor Disc and Replacement of Defective Brake Shoe and Brake Pads for Toyota Innova ABE 1017	₱ 14,591.53	₱ 14,591.53
			Total	₱ 14,591.53

Very truly yours,


JOYCE D. LABAO

OIC-Chief Administrative Officer, PMD

Quoted by:

Sherman "Bob" Caruana

Printed name & Signature

Service Advisor

Position/Title

Canvassed by:


MARCO A. DAVID

Printed name & Signature

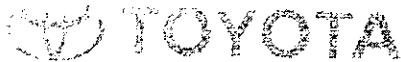
Administrative Officer II

Position/Title

657-3300 Loc. 3115 Fax: 735-4979

Remarks:

Quotation obtained through
email, Please see attached.



ABE1017

SHERMAN T CARUANA

TOYOTA MANILA BAY CORPORATION
 Roxas Boulevard, Corner Edsa Extension Barangay 76
 Pasay City, NCR, Fourth District,
 Philippines 1300
 Tel.(02) 581-6188
 Fax (02) 581-6122
 Website: www.toyotamanilabay.com.ph
 VAT Reg TIN: 004-676-716-00000
 Business Style: Sales of Passenger Motor Vehicle

- Repeat Repair
- Appointment
- Walk-in
- Waiting
- Non Waiting

SERVICE QUOTATION

D3DA002807

Page 1 of 1	Business Style:		
Customer No 1000989792	Customer Name & Address DEPARTMENT OF BUDGET AND MANAGEMENT	Home Phone No.	Appointment
Date Received 02/28/2019		Business Phone No.	Cust Appl. Time (Rec Time) Date: / / Time: : am/pm
Time Received 12:48:23PM	MABINI HALL MALACANANG	Mobile No. +639299642990	Production Time Date: / / Time: : am/pm
Purchase Order No	Email Address davidmarcodbm@gmail.com	TIN 449-457-018-00000	Year/Make/Model 2012/Innova 2.5E Dsl M/T - AA - 050
Payment Method <input type="checkbox"/> Cash <input type="checkbox"/> Credit Card <input type="checkbox"/> Cheque <input type="checkbox"/> Charge Account	Assignee's Name	Assignee's Contact No	Chassis No./VIN/Senal No KUN405102973
	Driver's Name	Driver's Contact No	Colour LIGHT BLUE MICA
			CS No TZ4391
			Kilometers KM 2,208
			Warr Exp KM 100,000
			Delivery Date 12/13/2013
			Engine No. 2KDU439581
			Warr Exp Date

JOB NO.	OPERATION CODE/PART NO.	DESCRIPTION	QTY	UNIT PRICE	TOTAL
0		GJ	0 000	0 00	0 00
1	15099	RESURFACE ROTOR DISC LH&RH	8	500 00	4 000 00
1	TMB-RAGS	RAGS	1	14 00	14 00
1	TMB-HGS	HAND GLOVES	1	22 00	22 00
1	TMB-SUB_EDL	ENGINE DETAILING	1	879 46	879 46
1	TMB-SUB_MISC	MISCELLANEOUS	1	199 29	199 29
2	15099	FRONT BRAKE PADS	0 800	500.00	400 00
2	04465-YZZQ6	PAD KIT,DISC BRAKE F	1	1,926.79	1,926 79
2	08823-80002	BRAKE FLUID	2	192 86	385 72
3	15099	REAR BRAKE SHOE	1 500	500.00	750 00
3	04495-0K040	SHOE KIT.254LT W/O B	1	4,450 89	4,450 89
		Total Labor			5 150 00
		Total Part			6 793 40
		Total Sublet			1 078 75
		Total Oil/Lubricant			0 00
		Total MISC/Material			36 00
		Subtotal			13,028.15
		Less Discount			0 00
		VAT			1 563 36
		GRAND TOTAL			14,591.53

MARCO A. DAVID
 Procurement Management Division

Software Provider Address Tax Identification No.	Toyota Motor Philippines Corporation Toyota Special Economic Zone Santa Rosa - Tagaytay Highway Santa Rosa City Laguna 4026 000-415-713-00000	Software Name Software Version Permit-to-Use (PTU) No. Date Issued Valid Until Series Range	SAP ECC-Dealer Business Management Version S/IE/HP 7 0/SP09 1805_0124_PTU_CAS_000294 03/09/2018 02/28/2023 D3DA000001 - D3D2999999
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"THIS DOCUMENT IS NOT VALID FOR CLAIM OF INPUT TAX."
 "THIS SERVICE QUOTATION SHALL BE VALID FOR FIVE (5) YEARS FROM THE DATE OF THE PERMIT TO USE."



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

February 28, 2019

Date

REQUEST FOR PRICE QUOTATION

Company

Toyota Otis Inc.

1770 P. M. Guazon Street,

Brgy. 831, Paco, Manila

Tel. No. 564-1811 to 20

Fax No. 564-0436 | 338-5933

Email: falcesomichael02@gmail.com

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

Quantity	Unit	Item/s	Unit Price	Total Price
1	lot	Reface of Rotor Disc and Replacement of Defective Brake Shoe and Brake Pads for Toyota Innova ABE 1017	₱ 14,941.42	₱ 14,941.42
			Total	₱ 14,941.42

Very truly yours,

JOYCE D. LABAO

OIC-Chief Administrative Officer, PMD

Quoted by:

Michael Falceso

Printed name & Signature

Service Advisor

Position/Title

Canvassed by:

MARCO A. DAVID

Printed name & signature

Administrative Officer II

Position/Title

657-3300 Loc. 3115 Fax: 735-4979

Remarks:

Quotation obtained through
email, Please see attached.



ABE1017

Michael Falceso

TOYOTA OTIS, INC.
 1770 P.M. Guazon St., Barangay 831, Paco, NCR,
 City of Manila, First District, 1007
 Tel: (02) 564-1811 to 20
 Fax: (02) 564-0436 / (02) 338-5933
 Website: www.toyotaotis.com.ph
 VAT Reg. TIN: 003-498-557-00000
 Business Style: Sale of Passenger Motor Vehicles

- Repeat Repair
- Appointment
- Walk-In
- Waiting
- Non Waiting

SERVICE QUOTATION

B1DA002605

Page 1 of 1	Business Style:		Appointment		Z700 Service Quotation	
Customer No 1000989792	Customer Name & Address DEPARTMENT OF BUDGET AND MANAGEMENT		Home Phone No. +6327359225	Cust. Appt. Time (Rec. Time) Date: / / Time: : am/pm	Year/Make/Model 2012/Innova 2.5E Dsl M/T - AA - 050	
Date Received 02/28/2019	757 SOLANO ST.		Business Phone No. +6327359225	Production Time Date: / / Time: : am/pm	Chassis No./VIN/Serial No. KUN405102973	
Time Received 07:57:44AM	Email Address a@o		Mobile No +639267851684	Appointment Reconfirmation Date Made: / / Time Made: : am/pm	Colour LIGHT BLUE MICA	CS No TZ4391
Purchase Order No.	Assignee's Name		TIN 449-457-018-00000	Warr Exp KM 100,000	Kilometers KM 2,207	Selling Dealer TMI
Payment Method <input type="checkbox"/> Cash <input type="checkbox"/> Credit Card <input type="checkbox"/> Cheque <input type="checkbox"/> Charge Account	Driver's Name		Assignee's Contact No.	Engine No. 2KDU439581	Delivery Date 12/13/2013	
Driver's Contact No.			Time Made: : am/pm	Warr Exp Date:		

JOB INSTRUCTION					
JOB NO.	OPERATION CODE/PART NO.	DESCRIPTION	QTY	UNIT PRICE	TOTAL
1	12099	REFACE ROTOR DISC	8.500	500.00	4,250.00
1	TOT-MISC-M	MISCELLANEOUS-M	1	378.05	378.05
2	12099	REPLACE BRAKE PADS AND BRAKE SHOE	4	500.00	2,000.00
2	04465-YZZQ6	PAD KIT.DISC BRAKE F	1	1,926.79	1,926.79
2	04495-0K040	SHOE KIT,254LT W/O B	1	4,450.89	4,450.89
2	TOTSM-R3120-000NT	SILICON MOULD	1	334.82	334.82
				Total Labor	6,250.00
				Total Part	6,712.50
				Total Sublet	378.05
				Total Oil/Lubricant	0.00
				Total MISC/Material	0.00
				Subtotal	13,340.55
				Less Discount	0.00
				VAT	1,600.87
				GRAND TOTAL	14,941.42



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

February 28, 2019

Date

REQUEST FOR PRICE QUOTATION

Company

Valley South Motor Works

1984 Angel Linao Street,

Brgy. 743, Malate, Manila

Tel. No. 404-1631

Fax No.

Email: rissautida27@gmail.com

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

Quantity	Unit	Item/s	Unit Price	Total Price
1	lot	Reface of Rotor Disc and Replacement of Defective Brake Shoe and Brake Pads for Toyota Innova ABE 1017	₱ 16,172.80	₱ 16,172.80
			Total	₱ 16,172.80

Very truly yours,

JOYCE D. LABAO

OIC-Chief Administrative Officer, PMD

Quoted by:

Gloria M. Rabino

Printed name & Signature

Owner / Manager

Position/Title

Canvassed by:

MARCO A. DAVID

Printed name & Signature

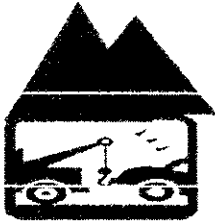
Administrative Officer II

Position/Title

657-3300 Loc. 3115 Fax: 735-4979

Remarks:

Quotation obtained through
email, Please see attached.



VALLEY SOUTH MOTOR WORKS

1984 ANGEL LINAO ST., BRGY. 743 MALATE MANILA

TIN: 175-722-874-000 VAT

ESTIMATE REPAIR COST

NAME: Department of Budget and Management
ADDRESS: General Solano St., San Miguel, Malacanang, Manila
MAKE/MODEL: TOYOTA INNOVA

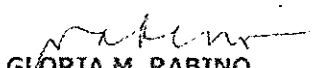
DATE: 1-Mar-19
TEL. NO.:
PLATE #: ABE 1017

	Labor	Material Cost
1. Pull down all tires and check all brakes and replace defective parts.	1,800.00	2,560.00
2. Reface Lh and Rh front Rotor disc.		
3. Parts:		
1 set front disc. pad		3,520.00
1 set rear brake pad		6,560.00

NOTE: ORIGINAL TOYOTA PARTS.

SUB TOTALS: 14,440.00
12% vat 1,732.80
TOTAL: 16,172.80

ESTIMATED BY:


GLORIA M. RABINO
Owner/Manager

INS-TR



DEPARTMENT OF BUDGET AND MANAGEMENT
PRE-INSPECTION REPORT

02-18-19-162

Date 02/18/2019 Vehicle / Plate No. Toyota Innova ABE 1017
Requisitioning Office/Dept. OPCCB, Dir. Janda

Nature and Scope of Last Repair, if any :
First time to repair Rotor Disc.

Complaints/Defects :
Brakes

Parts /components to be Repaired / Replaced:
Brake Pads/ Shoe

FINDINGS / OBSERVATIONS:
For preventive maintenance

9,000

ROBERT B. MARASIGAN
Property Inspector

Date : February 18, 2019

ADMINISTRATIVE SERVICE (PROCUREMENT MANAGEMENT DIVISION and GENERAL SERVICES DIVISION)

Name of Payee: TOYOTA MANILA BAY CORPORATION
 Title of Project: REFACE OF ROTOR DISC AND REPLACEMENT OF DEFECTIVE BRAKE SHOE AND BRAKE PAID FOR TOYOTA
 Contract Cost: 14,591.53 INNOVA ABE 1617

CHECKLIST OF DOCUMENTS

REMARKS

Checklist of documents forwarded to Finance Service for:

A. FUNDING (OBLIGATION AND CAF)

- | | | | |
|-----|-------------------------------------|------------------------------------|--------|
| 1. | <input checked="" type="checkbox"/> | Purchase Request/ APP | 19-096 |
| 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 | 19-025 |
| 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. | |

Received checked items:

~~ASISTO~~ ASISTO
 Print Name & Signature

1:37pm 3/4
 Date and Time

B. PROCESSING OF PAYMENT (DV)

- | | | | |
|-----|--------------------------|--|--|
| 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"/> | FSMI (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