

Republic of the Philippines

DEPARTMENT OF BUDGET AND MANAGEMENTGENERAL SOLANO STREET, SAN MIGUEL, MANILA

TeleFax No. 7354979

		PURCHASE ORI	DER NO. 2	2019-025		
Supplier	:	Toyota Manila Bay Corporation	Date:	Ma	rch 1, 2019	
			Mode of Pro	ocurement:	Small Value Proc	urement
Address	:	Roxas Boulevard, corner EDSA extension,				
		Barangay 76, Pasay City	_			
TIN:	_		<u> </u>			· · · · · · · · · · · · · · · · · · ·
Genti	lemen:					•••
D-1 0	4 _ 4*	Please deliver the article(s) product(s)/supplie			priced in accordar	ice with your
		subject to the Terms and Conditions enumerat	1			1 0 1 (00)
		DBM Building III n (15) working days upon receipt of Purchase Order (PO)			ing days upon receipt of P inpletion of delivery :	
	,	-	T by ment re	ini. opon coi	inpleading of delivery	
Stock					_	
No.	Unit	Item and Description /Specification		Quantity	Unit Cost	AMOUNT ₱ 14,591.53
	lot	Reface of Rotor Disc and Replacement of Defe Brake Shoe and Brake Pads for Toyota Innova		1	₱ 14,591.53	₱ 14,591.53
1 *		n Words)				14 501 53
		nd Five Hundred Ninety One Pesos and 53/100			(1 (1 0) - f	₱ 14,591.53
		e to make the full delivery within the time specified a for every day of delay shall be imposed. The:	bove, a penalty		Very truly yours, THEA MADE	COMINNE F. PALARCA
		Signature over Printed Name of Supplier MAR 0.5 2019 Date	- -		Autho	orized Official enting End User)
Funds Av	ailability	Certified by:	OS No :	0210110	2019-01-260	1
		ESPERANZA Q. IGNACIO Chief Accountant	Amount : Date :		3/4/2019	- -
Distributio	on of Copi	2S:	•			
1		for the Supplier's Conforme				
/ / Age	ency's Cent	tral Supply and Property Section for file				
/ / COA	A Auditor					. <u> </u>

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 hereof.
- 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:	/.	Jh		MAR	052019
	Sh	erman)	T- Ca	wamn		
REPUBLIC OF THE PHILIPPINES)		A y	ARDEE			
CITY OF MANILA) S.S.						
BEFORE ME, a Notary Public for and in	the City of I	Manila, Philip	pipes on	this		day of
, 2019, personally appeared						
the foregoing Terms and Conditions of a Purchase Order and vand deed and of the entity that he represents.	who acknowled	ged to me that	the same is	s his free a	nd volur	ntary act
This Instrument refers to a		consis	ting of	()	pages ir	cluding
this page and its Annexes, signed by the parties and their mater	rial witnesses.		<u> </u>			· ·
WITNESS MY HAND AND SEAL this	day of		_, 2019			
Doc No; Page No;						
Book No :						
Series of 2019.						
Octios 01 2017.						



OBLIGATION REQUEST AND STATUS

Department of Budget and Management

99 101107 Serial 101107	12019	03	000 269
Date :	Mos.	4,	2019

ate :	Mas.	4,	2019
und Cluster	~1	, ,	7

840	•		•		Fund	Cluster01	
Payee :	TO	YOTA MANILA BAY	CORPORATIC)N	<u> </u>		
Office:					10/101 RA	10964 At Rs	poracted
Address:	Rox	as Boulevard, corne	er EDSA extens	sion, Baranga	y 76, Pasay City		700 700
Responsibility Center			culars		MFO/PAP	UACS Object Code	Amount
			.(.)		± 773	1122	
	Pads	ent for the Reface of l	. ·		Defective Brake S	hoe and Brake	14,591.53
060010100000 OpccB	03-0	9 <i>5</i> -		31	10100/00002000	504306001	
				·			
Purchase Order i	no. 2019)-025					14,591.53
necessary,	lawful a	to appropriation /al nd under my direct s nts valid, proper and	supervision; an	d for th		available and oblig tment necessary a	
Signature :		Sprile		Signature	e : [O Panoilia	Du
Printed Name :		MARIE CORINNE F.	PALARCA	Printed N	lame :	EDEN D. PANGILI	NAN
Position :	- Ç,	Director IV, AS	MAD	Position	: Head,	Budget Division/Un Representativ	
Date :		Mar 01, 2019		Date	:	3-04-19	1
C.			STATUS	OF OBLIGATI	ION		
<u>i</u>	Referen	ce		· 	Amount	5.	
Date Partic	ulars	ORS/JEV/Check/ ADA/TRA No.	Obligation	Payable	Payment	Bala Not Yet Due	nce Due and Demandable
,		7107 V 1717 140.	(a)	(b)	(c) (15.5% (p)	는 단토하스(d):	(e)
				-	WE has	dies de la company	



OBLIGATION REQUEST AND STATUS

Department of Budget and Management

02 101/01- Serial No. 101-	2019-03-	000269
_		

Date : Mass.
Fund Cluster: 01

	1		<u>.</u>			1		
Payee :	TO	OTA MANILA BAY O	CORPORATIO	N	10.11	101	2011 1 0	
Office :	<u> </u>				10//(() Kg	10964 As R.	20 nacted
Address:	Rox	as Boulevard, corne	r EDSA extens	ion, Baran	gay 76, Pas	ay City		
Responsibility Center		Partic	ulars 		MFO/F	PAP	UACS Object Code	Amount
	Pads	ent for the Reface of R yota Innova ABE 1017			of Defective	Brake S	hoe and Brake	14,591.53
060010100000 OPCCB	03-0	o <i>5</i> -			3/0100/ <i>0</i> 00	02 <i>0</i> 00	502/306001	
Purchase Order n	o. 2019	9-025						14,591.53
necessary, I	awful a	to appropriation /all nd under my direct s nts valid, proper and	upervision; and	fo		se/adjus	available and obli tment necessary	-
Signature : _		Spule_		Signat	ure :		ESPangile	iaan
Printed Name :	THE	MARIE CORINNE F.	PALARCA	Printed	i Name :		EDEN D. PANGIL	INAN
Position :		Director IV, AS	KMD.	Positio	n :	Head,	Budget Division/Un Representativ	
Date :		Mar 01, 2019		Date	:		3-04	-19
C.			STATUS	OF OBLIG				
R	eferen	ce		· · · · · · · · · · · · · · · · · · ·	A	mount	Rate	ance
Date Particu	ılars	ORS/JEV/Check/ ADA/TRA No.	Obligation	Payable	Pay	ment	Not Yet Due	Due and Demandable
			(a)	(b)	(1	c)	(d)	(e)



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,

Director N, Administrative Service MAD

Conforme Date



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,

Director IV, Administrative Service MAD

onforme / 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 Corpor	3ay Co	rporation	Offered Specifications	Toyota	Toyota Otis Inc.		Valley So	uth M	Valley South Motor Works	ş
		581-(581-6168			564-181	564-1811 to 20			404-1631	31	
Qty Unit	it Particulars	Unit		Total		Unit	Total	le.	Unit		Total	
1 lot	Reface of Rotor Disc and Replacement of Defective Brake Shoe and Brake Pads for Toyota Innova ABE 1017	P 14,591.53	4	4,591.53	14,591.53 Reface of Rotor Disc and Replacement of Defective Brake Shoe and Brake Pads for Toyota Innova ABE 1017	P 14,941.42	4,9	14,941.42	₱ 16,172.80	08	16,172.80	72.80
Total Price	rice			14,591.53			₱ 14,	14,941.42		-	₱ 16,1	16,172.80
Ranking	bū		1			,	2			33		
Remarks	\$		oyota	Manila Bay	Toyota Manila Bay Corporation, having the lowest calculated responsive quotation, considered as the awardee.	lated responsive	quotation	, conside	red as the aw	vardee		
Prepared by:	ed by:	Re	Reviewed by	kq pة:		4	Approved by:	by:				

MARCO A. DAVID
Administrative Officer II

Director IV, Administrative Service MAD THEA MARIECORINNE F. PALARCA

OIC-Chief Administrative Officer, PMD



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

Quantity	Unit	ltem/s	! !	Unit Price	T	otal Price
1	lot	Reface of Rotor Disc and Replacement of Defective Brake Shoe and Brake Pads for Toyota Innova ABE 1017	₽	14,591.53	₱	14,591.5

Total P 14,591.53

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.

DOYOTA

Appointment Walk-in Waiting

Non Waiting

ABE1017

SERVICE QUOTATION

Repeat Repair

SHERMAN T CARUANA TOYOTA MANILA BAY

CORPORATION

Roxas Boulevard, Corner Edsa Exténsion 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: Samf Pasagg Margania

Page 1 of 1	Business Style:		 		SOURCE STORY	U LU0,
Customer No	Customer Name & Address		Home Phone No			· · · · · · · · · · · · · · · · · · ·
100098979				Appointment	2700 Servi	ce Quotation
Date Received	DEPARIMENT ()F BUDGET	B	Cust Appt. Time (Rec Tin	ne) Year/Make/Model	CE CHOLEHOSI
02/28/2019	AND MANAGEM	ENT	Business Phone No	Date://	2012/Innova 2.5E	DSI M/T - AA - 050
ime Received			Mobile No.	Time:am/pm	Chassis No./VIN/Sen	al No
12:48:23PI			+639299642990	Production Time	KUN40	5102973
urchase Order	NO	······································	TIN	Date://	Colour LIGHT BLUE MICA	CS No
ayment Method	Email Address	.	449-457-018-00000	Time: am/pm	Kilometers KM	TZ4391
Cash	Assignee's Name	gmail.com		<u> </u>	2 208	Selling Dealer TMI
Credit Card	- soignee o manie		Assignee's Contact No	Appointment Reconfirmation	m Warr Exp KM	Delivery Date
Cheque	Driver's Name	· · · · · · · · · · · · · · · · · · ·	Driver's Contact No	Date Made://	100,000	12/13/2013
☐ Charge Acc OB INSTRUCT	ount		Olivei a Collect 140	Time Made: : am/	pm Engine No. 2KDU439581	Warr Exp Date
OB NO.	OPERATION CODE/PART NO.	DESCRIPTION				
0				QTY	UNIT PRICE	<u> 101</u>
1	15099	GJ		0 000	0 00	O
1	TMB-RAGS	RESURFACE ROT	FOR DISC LH&RH	8	500 00	4 000
		RAGS		1	14 00	14
1	TMB-HGS	HAND GLOVES		1	22 00	22
1	TMB-SUB_EDL	ENGINE DETAILIN		1	879 46	879
2	TM8-SUB_MISC	MISCELLANEOUS		1	199 29	199 :
2	04465-YZZQ6	FRONT BRAKE PA		0 800	500.00	400 (
-		PAD KIT, DISC BRA	AKE F	1	1.926.79	1,926
2	08823-80002	BRAKE FLUID		2	192 86	385
3	15099 04495-0K040	REAR BRAKE SHO SHOE KIT 254LT V		1 500	500,00	750 (
		_	_	Total Lab Total Par Total Par Total Sub Total MIS Subtotal Less Disc VAT GRAND T	t olet Lubricant C/Material	4,450 8 5 150 6 6 763 3 1,078 7 0 6 356 13,028 1 0 6 1 563 3

MARCO A. DAVID Procurement Management Division

Software Provider
Address
Tax Identification No.

Toyota Motor Philippines Corporation
Toyota Special Economic Zone Santa Rosa - Tagayiay Highway Santa Rosa City Laguna 4026
Software Version
Permit-to-Use (PTU) No.
Date Issued

Valid Until

SAP ECC-Dealer Business Management Version 6/EHP 7 0/SP09 1803_0124_PTU_CAS_000294 03/05/2018 02/28/2023 D3DA000001 - D3DZ99999

"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

Quantity	Unit	Item/s		Unit Price	l	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

OIC-Chief Administrative Officer, PMD

Quoted by:

Michael Falceso

Printed name & Signature

Service Advisor

Position/Title

Total ₱

14,941.42

Canvassed by: MARCO A. NAVID

Printed name & Signature Administrative Officer II

Position/Title

657-3300 Loc. 3115 Fax: 735-4979

Remarks:

Quotation obtained through

email, Please see attached.

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~ V /	₩.	- Chillian	-	-	44	

ABE1017

Michael Falceso

TOYOTA OTIS, INC.
1770 P.M Guazon St., Barangay 831, Peco, 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

age 1 of 1	Business Style:		T 2	T	77740	
ustomer No	Customer Name & Address		Home Phone No.	Appointment		ce Quotation
10009897		F BUDGET	+6327359225 Business Phone No.	Cust. Appt, Time (Rec. Time) Date: / /		Dsl M/T - AA - 050
ate Received 02/28/20		ENT	+6327359225	Time: : am/pm	Chassis No MN/Seri	
ime Received		• •	Mobile No			5102973
07:57:44/			+639267851684	Production Time	Colour	CS No
urchase Orde			TIN	Date:/	LIGHT BLUE MICA	TZ4391
	Email Address		449-457-018-00000	Time:am/pm	Kilometers KM	Selling Dealer
ayment Meth II Cash			Assignee's Contact No.	Appointment Reconfirmation	2,207 Warr Exp KM	TMI Delivery Date
Credit Car	Assignee's Name		Assignee's Contact No.	Date Made: / /	100,000	12/13/2013
Cheque Charge Ac	Driver's Name		Driver's Contact No.	Time Made: :am/pi		Warr Exp Date:
OB INSTRUC	CTION					
<u>ов ио.</u>	OPERATION CODE/PART NO.	DESCRIPTION		QTY	UNIT PRICE	<u>10</u>
1	12099	REFACE ROTOR	DISC	8.500	500.00	4,250
1	TOT-MISC-M	MISCELLANEOUS	S-M	1	378 05	378
2	12099	REPLACE BRAKE	PADS AND BRAKE	4	500 00	2,000
		SHOE				
2	04465-YZZQ6	PAD KIT, DISC BR	AKE F	1	1,926 79	1,926
2	04495-0K040	SHOE KIT,254LT	W/O B	1	4,450.89	4,450
2	TOTSM-R3120-000NT	SILICON MOULD		1 Total Labo Total Part Total Subi Total Oil/L Total MISC Subtotal	et ubricant C/Material	334 6,250 6,712 378 0 0
				Less Disco VAT		0 1,600
				GRAND T	OTAL	14,941



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

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

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

Very truly yours,

Total P

16,172.80

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 & Sgnature Administ ative 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., DRGY, 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.

2. Reface Lh and Rh front Rotor disc.

3. Parts:

1 set front disc. pad

1 set rear brake pad

1,800.00

2,560.00

3,520.00

6,560.00

NOTE: ORIGINAL TOYOTA PARTS.

SUB TOTALS: 12% vat TOTAL:

14,440.00 1,732.80 16,172.80

ESTIMATED BY:

GLORIA M. RABINO

/Owner/Manager

•		PURCHASE REQUEST	•		
•		Department of Budget and Mana	gement		
		Agency	1		
Department:	DBM	PR No.: 19 000	16aml	Date: _	
Section:	OPCCB	SAI No.:	7''_	Date: _	February 19, 2019
Stock No.	Unit	/ Item Description	Quantity	Unit Cost	Total Cost
	lot	brakepads yeare shot and repace potorousc	1	9,000.00	9,000.00
	00	xxxnothing followsxxx			
			-		
				<u> </u>	
			-		
	 				9,000.00
Purpose:	For Toyo	ta Innova with plate no. ABE 1017 which is curr	ently assign	ed to Dir. Jar	nda
<u> </u>		Requested by:		Appro	ved by:
Signature:		(Wenny			8R) at
Printed Name	:	ARLENE J. OPOLENTO			R. JÁNDA
Designation		Administrative Officer V		Direc	tor IV



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

REQUISITION AND ISSUE SLIP

Entity Name:	Depart	tment of Budget and Manageme	nt1	und C	Cluster:			
Division/Unit:	T :				Responsibility (Center Code:		
Office :	ОРССВ				RIS No.:			
		Requisition		Stock Available?			Issue	
Stock No.	Unit	Description	QTY	Yes	No	QTY	Remarks	
	lot	brake pads	, 1					
		(for Toyota Innova 1017)	-				, , ,	
		XXX nothing followsxxxx	•				·	
		1						
	1							
							<u> </u>	
Purpose	:	For the Toyota Innova with plat	e no. 1017 which is currently	assigi	ned to Dir. Janda	a		
		Requested by:	Approved by:		Issued by:		Received by:	
Signature :		Phlences	Signt					
Printed Name :		AALENE OPOLENTO	GERALD R. JANDA				ARLENE OPOLENTO 1D No. 3270	
Designation:		Administrative Officer	Director, OPCCB				Administrative Officer	
Date :		2/19/2019	2/19/2019					



DEPARTMENT OF BUDGET AND MANAGEMENT PRE-INSPECTION REPORT

02-18-19-162

Complaints/	Scope of Last Repair , if irst time to repaire Roto Defects : trakes				
<u> </u>	Brakes				
<u> </u>	Brakes			······································	
	ponents to be Repaired			· · · · · · · · · · · · · · · · · · ·	
	ponents to be Repaired				
	rake Pads/ Shoe	/ Replaced:			
	OBSERVATIONS: or preventive maintena	nce			
					<u> </u>
			n nigg garang garang and a hin ning minan gibight	·	
	9,00	D			B. MARASIGAN erty Inspector
			Date :	Febru	uary 18, 2019

ABF 1017

	,,
TOO	DEPARTMENT OF BUDGET AND MANAGEMENT ADMINISTRATIVE SERVICE MOTORPOOL JOB REQUEST FORM JRF No: Date: Date:
MOTOR VEH	ICLE ASSIGNED TO OPCCB PIR. JANDA
☐ Ai	REQUEST: Complte Service Change Tire Others (specify) Confer Cleaning Aircon Repair Confer Co
Requested b	Geneld kirch
Admin	istrative Officer / Driver Bureau/Service/Office Head
· · · · · · · · · · · · · · · · · · ·	To be filled by Motorpool Unit:
Part(s) Reco	DEFECTIVE BRAKE PAD & SHOE mmended to be replaced, if any:
Quantity	Parts Name / Description
	BRAKE DAD BRAKE SIFOE
 	
	<u> </u>
11	EDDIESON A. FORTUNA OIC-Supervising Administrative Officer, GSD Administrative Assistant V

Revised March 2018

DEPARTMENT OF BUDGET AND MANAGEMENT

Vehicle Record

Vehicle Price:

P 1,001,027.79

Unit Description: TOYOTA INNOVA 2.5 E DLS / 2014

Date Aquired: End-User:

January 23,2014 Director G. Janda Red Plate:

SHR 897

Security Plate: ABE 1017 Engine No. Chassis No.

2KDU439501 KUN405102973

Work / Repair Done	Amount	Total
Installation of Rain Gutter	2,000,00	
ojeco illi onost up		
change oil	3.983.00	· · · · · · · · · · · · · · · · · · ·
		•••
Winner blade	1.376.00	
		
30 000 km check up and aircon cleaning	18.187.00	
complete origine service	1,200.00	
replacement of clutch dies and prossure plate	16 320 60	
	0,104.00	
	39 000 00	
Orlange on	.,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	<u></u>
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		"
	Installation of Rain Gutter Installation of Alarm 1,000 km check-up 5,000 km check-up change oil complete engine service interior detailing repair and replacement of clutch component aircon cleaning change oil Wipper blade replacement of 2smf battery complete engine service replacement of 4 tires w/ camber and wheel alignment Change oil and oil filter w/ coolant 30,000 km check up and aircon cleaning complete engine service replacement of 2smf battery general cleaning of aircon complete engine service Replacement of compressor, front evaporator, expansion valve, receiver drier and a/c filter Replacement of wiper front and rear Change oil	Installation of Rain Gutter





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

PO 2019-025

Administrative Service – Procurement Management Division TRANSMITTAL AND ACTION SLIP

TOYUTA MANICA BAY CORPORATION

"Please do not detach from the request form"

Brakepade for

ABE 1019 2019-0251

Subject: PR 1900dC End User: OPCOB

Date & Time Received	FROM	то	Date & Time Forwarded	REMARKS
20 Feb	Voyce	marco	22 Feb	15 march 2019
 	<u> </u>		27/2	EMAIL BLAST MAPE
	PMD	DIR THEA	34	FOR SIGNATURE
	pmo	AMARDEE		POINON & NTT SENT VIA EMAIL
	PMO	Fr-BUDGET	3(11	FOR NAW SCOPE OF WORK Approvi
				NV BUGATION.
	pmo	DIR. THEA	3/18	FUR SIGNIATURE / PO & OBR ADDITIONAL
				ATTACHED.
f				
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	1
No. of Day/s Completed:	

ADMINISTRATIVE SERVICE (PROCUREMENT MANAGEMENT DIVISION and GENERAL SERVICES DIVISION)

Title of Project: REFACE OF ROTOR DICC AND REPULCEM	
Contract Cost: 14, 591. 53	INNOVA ABE 10)
CHECKLIST OF DOCUMENTS	REMARKS
Checklist of documents forwarded to Finance Scale A. FUNDING (OBLIGATION AND CAF) 1. V Purchase Request/ APP 2. V Pre-Inspection Report 3. V Obligation Request and Status 4.) × Eligibility Documents of Suppliers 5. V Purchase Order/Contract 6. V Request for Price Quotation 7. V Abstract of Quotation 8. Notice of Award 9. V Notice to Proceed 10. × Distribution List 11. × Other Documents, if any.	19-025
Received checked items: ASISTIC Print Name & Signature	1'37m 3/J
B. PROCESSING OF PAYMENT (DV) 1. Obligation Request and Status 3. Pre-Inspection Report 4. Inspection and Acceptance Report 5. Delivery Receipt 6. Sales Invoice/Statement of Account 7. Warranty/Guaranty Certificate 8. Purchase Request / APP 9. Purchase Order/Contract 10. Request for Price Quotation 11. Abstract of Quotation 12. Notice of Award 13. Notice to Proceed 14. Distribution List 15. Certificate of Acceptance from End-user 16. F(SMI (Report of Supplies and Materials Issued) 17. RIS (Requisition and Issue Slip) 18. ICS (Inventory Custodian Slip) 19. PAR (Property Acknowledgement Receipt) 20. WMR (Waste Material Report) 21. Other Documents, if any.	
Received checked items:	
Print Name & Signature C. ADDITIONAL DOCUMENTS, if any	Date and Time