



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

**PURCHASE ORDER NO. 2019-091**

Supplier: <b>Wheels Inc.</b>	Date: <b>July 01, 2019</b>
Address: <b>D. Macapagal Avenue, corner Sen. Gil Puyat avenue extension, Brgy. 676, Pasay City</b>	Mode of Procurement: <b>Small Value Procurement</b>
TIN: <b>006-788-238-000</b>	

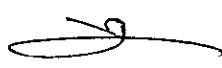
Gentlemen:  
Please deliver the article(s) product(s)/supplies/materials listed below priced in accordance with your Price Quotation, subject to the Terms and Conditions enumerated at the back hereof:


Place of Delivery: <b>DBM Building III</b>	Delivery Term: <b>Fifteen (15) calendar days from the receipt of Notice to Proceed (NTP)</b>
Date of Delivery: <b>Fifteen (15) calendar days from the receipt of Notice to Proceed (NTP)</b>	Payment Term: <b>Upon completion of delivery and acceptance</b>


Stock No.	Unit	Item and Description /Specification	Quantity	Unit Cost	AMOUNT
	lot	90,000 km Check-up and Replacement of Defective Parts for Hyundai Grand Starex VFM 604  <i>Please see attached: Technical Specification and Schedule of Requirements</i>	1	₱ 58,210.00	₱ 58,210.00

(Total Amount In Words)  
**Fifty Eight Thousand Two Hundred Ten Pesos** ₱ **58,210.00**

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:   
**ARNEL GARCIA**  
Signature over Printed Name of Supplier  
07-06-19  
Date

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

Funds Availability Certified by:  <b>JEFFREY M. GALARPE</b> OIC - Accounting Division	OS No : <u>021011012019-07-1328</u> Amount : <u>₱ 58,210.-</u> Date : <u>07/03/19</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

**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.

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:   
ARNO GARCIA 07-06-19  
AWARDEE

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

BEFORE ME, a Notary Public for and in the City of Manila, Philippines on this \_\_\_\_\_ day of \_\_\_\_\_, 2019, 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 \_\_\_\_\_, 2019  
Doc No \_\_\_\_\_;  
Page No \_\_\_\_\_;  
Book No \_\_\_\_\_;  
Series of 2019.



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

**NOTICE OF AWARD**

July 01, 2019

Mr. Enrique L. Cabrera  
Wheels Inc.  
D. Macapagal Avenue, corner  
Sen. Gil Puyat Avenue, Extension  
Barangay 676, Pasay City

Dear Mr. Cabrera:

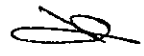
We are pleased to inform you that the Project, "90,000 km Check-up and Replacement of Defective Parts for Hyundai Grand Starex VFM 604," is hereby awarded to your company in the amount of Fifty Eight Thousand Two Hundred Ten Pesos (Php58,210.00)

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 Services

  
ARNO GARCIA 07.06.19  
Conforme / Date



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

**NOTICE TO PROCEED**

July 01, 2019

Mr. Enrique L. Cabrera  
Wheels Inc.  
D. Macapagal Avenue, corner  
Sen. Gil Puyat Avenue, Extension  
Barangay 676, Pasay City

Dear Mr. Cabrera:


Per attached Purchase Order No. 2019-091, we hereby notify you that your Office may proceed with the delivery of the project "90,000 km Check-up and Replacement of Defective Parts for Hyundai Grand Starex VFM 604," 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

  
ARNOLD GABENA 07-06-19  
Conforme / Date





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

<b>Supplier:</b>	Wheels Inc.	<b>PO No.:</b>	01-06001-PO-2019-07-00002
<b>Address:</b>	D. Macapagal ave, cor Sen. Gil Puyat ave ext, Pasay, 1300	<b>PO Date:</b>	July 02, 2019
<b>TIN:</b>	006788238000	<b>Bank Name:</b>	
<b>Tel.No.:</b>	00	<b>Bank/Branch:</b>	
<b>Fax No.:</b>		<b>Bank A/C No.:</b>	
<b>Mode of Procurement:</b>	Shopping 52.1a	<b>Account Type:</b>	
<b>Month:</b>	July	<b>PR No.:</b>	01-06001-PR-2019-06-00018
<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	Lot	90,000 km check-up and replacement of defective parts for Hyundai Grand Starex VFM 604	1.00	58,210.00	58,210.00
<b>Total</b>					<b>₱ 58,210.00</b>

**(Total Amount in Words)** \*\*FIFTY EIGHT THOUSAND TWO HUNDRED TEN 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	90,000 km check-up and replacement of defective parts for Hyundai Grand Starex VFM 604	07/01/2019	07/31/2019		1.00



**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-2019-06-00018

**Date:** June 06, 2019

**Month:** June

No.	Unit	Responsibility Center		Item Description	Quantity	Unit Cost	Total Cost
		Code	Description				
1	Lot	075	DBM-General Services Division	90,000 km check-up and replacement of defective timing belt, brake pad and shoe, various bolt and nut from belt adjuster	1.00	59,000.00	59,000.00
						<b>Total</b>	<b>P 59,000.00</b>

**Amount In Words**

**\*\*FIFTY NINE THOUSAND PESOS AND 00/100\*\***

**Description** 90,000 km check-up and replacement of defective timing belt, brake pad and shoe, various bolt and nut from belt adjuster

**Requested By:**

**Approved By:**

Signature :

\_\_\_\_\_

\_\_\_\_\_

Printed Name :

ARGEE M. STA. BARBARA

\_\_\_\_\_

Designation :

OIC-Chief Administrative Officer

\_\_\_\_\_

**ABSTRACT OF QUOTATIONS**

Project Title: "90,000 km Check-up and Replacement of Defective Parts for Hyundai Grand Starex VFM 604"  
 ABC: Sixty Thousand Pesos (Php60,000.00)  
 Date: June 28, 2019


Item/Description		Wheels Incorporated (Hyundai Manila Bay) 556-1573    556-1574		Various Suppliers	
Qty	Particulars	Unit Cost	Total Price	Unit Cost	Total Price
1	90,000 km Check-up and Replacement of Defective Parts for Hyundai Grand Starex VFM 604 Please see attached: Technical Specifications & Schedule of Requirements	₱ 58,210.00	58,210.00	-	-
<b>Total Price</b>		₱	<b>58,210.00</b>		
Business Permit Validity Date		December 31, 2019			
Philgeps Reg. No.		2014-120036			
Omnibus Sworn Statement Signatory		Enrique L. Cabrera		Invited suppliers through email and requested document in Philgeps but no submission.	
Notarized by:		Atty. Ismael T. Peren			
Date:		June 26, 2019			
Technical Specifications:		✓ (All Complying)			
Schedule of Requirements:		✓ (All Complying)			
<b>Remarks</b>		Wheels Incorporated (Hyundai Manila Bay), being the single calculated responsive quotation, considered as the awardee for the project "90,000 km Check-up and Replacement of Defective Parts for Hyundai Grand Starex VFM 604."			

Prepared by:

Reviewed by:

Approved by:

MARCO A. DAVID  
 Administrative Officer II

  
 JOYCED. LABAO  
 OIC-Chief Administrative Officer, PMD

  
 THEA MARIE CORINNE F. PALARCA  
 Director IV, Administrative Service





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

June 24, 2019

Date

REQUEST FOR PRICE QUOTATION

Company

Wheels Incorporated (Hyundai  
Manila Bay)

Tel. No. 556-1573 || 556-1574

Fax No. -

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

Quantity	Unit	Item/s	Unit Price	Total Price
1	lot	90,000 km Check-up and Replacement of Defective Parts for Hyundai Grand Starex VFM 604	₱ 58,210.00	₱ 58,210.00

Total ₱ 58,210.00

Very truly yours,

  
JOYCE D. LABAO

Old Chief Administrative Officer

Quoted by:

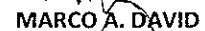
Enrique L. Cabrera

Printed name & Signature

Representative

Position/Title

Canvassed by:

  
MARCO A. DAVID

Printed name & Signature

Administrative Officer II

Position/Title

7192000 Loc. 3115 Fax: 7354979

Remarks:

Quotation received through

hardcopy please see attached.

1:59 PM of June 26, 2019



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

**REQUEST FOR QUOTATION**

The Department of Budget and Management (DBM), through its Administrative Service (AS), will undertake a Small Value Procurement for the "90,000 km Check-up and Replacement of Defective Parts for Hyundai Grand Starex VFM 604," in accordance with Section 53.9 of the Implementing Rules and Regulations of Republic Act No. 9184.

**Name of Project** : "90,000 km Check-up and Replacement of Defective Parts for Hyundai Grand Starex VFM 604,"

**Approved Budget for the Contract** : "Sixty Thousand Pesos (Php 60,000)"

**Specifications** : See the attached Annex "A" for specifications

**Location** : Department of Budget and Management, General Solano Street, San Miguel Manila

**Delivery Term** : Fifteen (15) calendar days from the receipt of Notice to Proceed (NTP)

Interested suppliers are required to submit their valid and current Mayor's Permit, Latest Income/Business Tax Return, PhilGEPS Registration Number, Omnibus Sworn Statement, and price quotation form (Annex "A") during submission of offer/quotation.

Award of contract shall be made to the lowest quotation, which complies with the minimum description as stated above and other terms and conditions stated in the price quotation form.

Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by the bidder or his/her duly authorized representative/s.

Submission of quotation and eligibility documents is on or before 3:00 p.m. of **June 26, 2019** at the Administrative Service, Ground Floor, DBM Bldg. III, Gen. Solano St., San Miguel, Manila. Open submission may be submitted, manually or through facsimile at fax no. 735-1957.

For inquiry, you may contact us at tel. no. 657-3300 local 3115, fax no. 735-4979 and email [mdavid@dbm.gov.ph](mailto:mdavid@dbm.gov.ph).

Very truly yours,

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

**PRICE QUOTATION FORM**


Date: **June 24, 2019**

The Administrative Service  
 Department of Budget and Management  
 Ground Floor, DBM Bldg. III, Gen. Solano Street,  
 San Miguel, Manila

Sir/Madam:

After having carefully read and accepted the terms and conditions in the Request for Quotation, hereunder is our quotation/s for the item/s as follows:

Description	Specification	Quantity	Unit Price	Total Price
<b>90,000 km Check-up and Replacement of Defective Parts for Hyundai Grand Starex VFM 604</b>	<b><u>I. 90,000 km Check-up and Replacement of Defective Parts (with Labor, Parts and Materials)</u></b>			<b>14500</b>
	➤ Perform 90,000 Preventive Maintenance Service Check-up			
	➤ Replacement of Oil Filter			
	➤ Replacement of Fuel Filter	1pc	616	616
	➤ Air Cleaner	1pc	2,261	2261
	➤ Replacement of Aircon Filter	1pc	890	890
	➤ Replacement of Timing Belt A	1pc	1487	1487
	➤ Replacement of Timing Belt B	1pc	4,491	4491
	➤ Replacement of Tensioner A	1pc	1892	1892
	➤ Replacement of Tensioner B	1pc	2,194	2194
	➤ Replacement of Crankshaft Oil Seal	1pc	1,277	1277
	➤ Replacement of Camshaft Oil Seal	1pc	258	258
	➤ Replacement of Valve Cover Gasket	1pc	280	280
	➤ Halfmoon Packing	1pc	686	686
	➤ Replacement of Alternator Belt	1pc	195	195
	➤ Replacement of Aircon Belt	2pcs	400	800
	➤ Replacement of Steering Pump Belt	1pc	1074	1074
	➤ Replacement of Belt Tensioner / Idler Assembly	1pc	540	540
		1pc	5,060	5,060
	➤ Replacement of Front Brake Pads			
	➤ Replacement of Rear Brake Pads	1pc	6500	6500
	➤ Replacement of Assorted Bolts	1pc	4,092	4092
	➤ Replacement of Engine Oil (Fully Synthetic)	4pcs	220	880
		6 liters	4,068	4,068
	➤ FREON GAS 134A			
	➤ Perform Engine Treatment	1kl	1120	1120
➤ Shop Materials	1pc	1200	1200	
	• <u>Lubricant</u>			
	• <u>Brake Cleaner</u>	1can	1440	1440
	• <u>Sand Paper</u>	1pc	270	270
	• <u>Silicon</u>	1pc	14.50	14.50
	• <u>Rags</u>	1pc	97.50	97.50
➤ Check Brake and Clutch Fluids (replace if		5pcs	5.40	27
		N/A		

	<p>necessary)</p> <ul style="list-style-type: none"> <li>➤ Check Transmission and Differential Oil (replace if necessary)</li> <li>➤ Only for Authorized Hyundai Philippines Dealerships</li> </ul> <p>Model: Hyundai Grand Starex Diesel M/T 2013  Engine number: D4BHCO23593  Chassis number: KMHWG81HACU493457</p> <p><b>II. Warranty</b></p> <ul style="list-style-type: none"> <li>➤ Six (6) months on workmanship and back work/job must be done within Seven (7) calendar days.</li> </ul>			
Total (inclusive of VAT)				<b>58,210</b>

(Amount in Words)

**Fifty Eight Thousand Two Hundred Ten Pesos**

The above-quoted prices are inclusive of all costs and applicable taxes.

Very truly yours,

**WHEELS INCORPORATED**

  
**ENRIQUE L. CABRERA**

**SENIOR SERVICE MANAGER**

Contact No. 556-1573/556-1574



I hereby certify to comply with all the above Technical Specifications.

  
ENRIQUE L. CABRERA

6/24/19  
Date

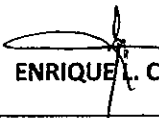
\_\_\_\_\_  
WHEELS INCORPORATED

\_\_\_\_\_  
SENIOR SERVICE MANAGER

**SCHEDULE OF REQUIREMENTS**

Item	SCHEDULE OF REQUIREMENTS	Quantity	Contract Duration
	The Bidder/Supplier shall provide the following needed for the project:		
	90,000 km Check-up and Replacement of Defective Parts for Hyundai Grand Starex VFM 604	1 lot	Fifteen (15) calendar days from the receipt of Notice to Proceed (NTP)
I	90,000 km Check-up and Replacement of Defective Parts (with Labor, Parts and Materials)		
II	Warranty		Six (6) months on workmanship and back work/job must be done within Seven (7) calendar days.

I hereby certify to comply and deliver all the above requirements.

  
ENRIQUE L. CABRERA

6/24/19  
Date

\_\_\_\_\_  
WHEELS INCORPORATED

\_\_\_\_\_  
SENIOR SERVICE MANAGER

**Omnibus Sworn Statement**

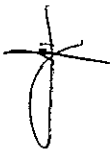
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REPUBLIC OF THE PHILIPPINES     )  
CITY/MUNICIPALITY OF \_\_\_\_\_ ) S.S.

**AFFIDAVIT**

I, **ENRIQUE L. CABRERA** of legal age, **MARRIED FILIPINO**, and residing at **Blk-4 L19 Kalayaan Home, Toolong, Kawit Cavite** after having been duly sworn in accordance with law, do hereby depose and state that:

1. I am granted full power and authority to do, execute and perform any and all acts necessary and/or to represent the **WHEELS INC-Manila Bay Branch** in the bidding as shown in the attached *Secretary's Certificate issued by the corporation or the members of the joint venture.*
2. **Wheels Incorporated** is not "blacklisted" or barred from bidding by the Government of the Philippines or any of its agencies, offices, corporations, or Local Government Units, foreign government/foreign or international financing institution whose blacklisting rules have been recognized by the Government Procurement Policy Board;
3. Each of the documents submitted in satisfaction of the bidding requirements is an authentic copy of the original, complete, and all statements and information provided therein are true and correct;
4. **Wheels Incorporated** is authorizing the Head of the Procuring Entity or its duly authorized representative(s) to verify all the documents submitted; unit, and the project consultants by consanguinity or affinity up to the third civil degree;



None of the officers and members of **Wheels Incorporated** is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

None of the officers, directors, and controlling stockholders of *[Name of Bidder]* is related to the Head of the Procuring Entity, members of the Bids and Awards Committee (BAC), the Technical Working Group, and the BAC Secretariat, the head of the Project Management Office or the end-user unit, and the project consultants by consanguinity or affinity up to the third civil degree;

5. **Wheels Incorporated** complies with existing labor laws and standards; and

6. **Wheels Incorporated** is aware of and has undertaken the following responsibilities as a Bidder:

- a) Carefully examine all of the Bidding Documents;
- b) Acknowledge all conditions, local or otherwise, affecting the implementation of the Contract;
- c) Made an estimate of the facilities available and needed for the contract to be bid, if any; and
- d) Inquire or secure Supplemental/Bid Bulletin(s) issued for **the 90,000 KM Check-up and Replacement of Defective Parts for Hyundai G. Starex VFM.604.**

7. **Wheels Incorporated** did not give or pay directly or indirectly, any commission, amount, fee, or any form of consideration, pecuniary or otherwise, to any person or official, personnel or representative of the government in relation to any procurement project or activity.

IN WITNESS WHEREOF, I have hereunto set my hand this \_\_\_ day of **JUNE, 2019** at \_\_\_\_\_, Philippines.

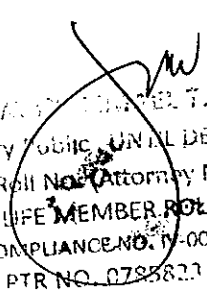
  
**ENRIQUE L. CABRERA**

**SENIOR SERVICE MANAGER**

**SUBSCRIBED AND SWORN** to before me this \_\_\_ day of **June 2019** at **JUN 26 2019** Philippines. Affiant/s is/are personally known to me and was/were identified by me through competent evidence of identity as defined in the 2004 Rules on Notarial Practice (A.M. No.02-8-13-SC). Affiant/s exhibited to me his **Driver License** with his photograph and signature appearing thereon, with no. **D06-05-006468** issued on **September 18, 2017** at **Kawit, Cavite.**

Witness my hand and seal this **JUN 26 2019** day **June 2019**

JOC NO. 128  
PAGE NO. 109  
BOOK NO. 111  
OFFICE OF 2019

  
Notary Public, UNTIL DECEMBER 2020  
Roll No. Attorney No. 98934  
IBP LIFE MEMBER ROLL NO. 969988  
MCLE COMPLIANCE NO. 11-0006627 07/10/2018  
PTR NO. 0785821 MANILA





REPUBLIC OF THE PHILIPPINES  
**CITY OF PASAY**  
 METRO MANILA  
 OFFICE OF THE MAYOR



BUSINESS PERMITS AND LICENSING OFFICE

# PERMIT TO OPERATE 2019

DISPLAY IN PLAIN VIEW

Status	Business Account no.	Date of Issuance	Date of Expiration
REGULAR	07-0214889	February 15, 2019	December 31, 2019
Official Receipt	O.R. Date 18/01/2018	Amount Paid PHP 4,789,003.62	Capital Gross Sales PHP 851,860,214.00

TAXPAYER'S NAME

WHEELS INCORPORATED  
 BUSINESS NAME

**WHEELS INCORPORATED**

NATURE OF BUSINESS

Repair Services

Address

D. MACAPAGAL AVE COR. SIEN GIL PUYAT AVE EXT., BRGY. D29, PASAY CITY

Failure to comply with the terms and conditions written at the back hereof shall cause the immediate revocation of this permit. Any change and/or alteration will invalidate this permit.

Hon. ANTONINO G. CALIXTO  
 CITY MAYOR

By Authority of the City Mayor:

SUBJECT TO INSPECTION  
 Precedently Approved

**DOMINIC A. SALGADO**  
 CITY BUSINESS PERMITS AND LICENSING OFFICE

Atty. DENNIS BERNARD N. ACORDA  
 CITY ADMINISTRATION



Hon. ANTONINO G. CALIXTO  
 CITY MAYOR

Permit No.

## **CERTIFICATE OF PHILGEPS REGISTRATION (Platinum Membership)**

*THIS IS TO CERTIFY THAT*


**WHEELS, INC.**  
222 E. Rodriguez, Sr. Ave., Kalusugan D4  
Quezon City Metro Manila

*is registered in the ~~Philippine~~ Government Electronic Procurement System (PhilGEPS) on 14-May-2014 pursuant to Section 8.5 of the Revised Implementing Rules and Regulations of Republic Act No. 9184, otherwise known as the Government Procurement Reform Act.*

*This further certifies that **WHEELS, INC.** has submitted the required eligibility documents in the PhilGEPS Supplier Registry as listed in Annex A, which document is attached hereto and made an integral part hereof. The Procuring Entity reserves the right to verify, validate and ascertain the authenticity, completeness and truthfulness of all the submitted documents during the post-qualification process.*

*This Certificate is valid until 07-Jun-2020.*

Issued this 7th day of June, 2019.

  
**ROSA MARIA M. CLEMENTE**  
Director IV, PhilGEPS

Documentary Stamp Tax Paid Php 30.00

PhilGEPS Registration No: 2014-120036  
Certificate Reference No: 2019019757A

## REMINDERS <sup>1</sup>

- *The PhilGEPS office shall not determine the eligibility of merchants. The PhilGEPS office's evaluation of the eligibility requirements shall be for the sole purpose of determining the approval or disapproval of the merchant's application for registration.*
- *A merchant's registration and membership in the GOP-OMR is neither contract-specific nor understood to be tantamount to a finding of eligibility. Neither shall the merchant's successful registration in the GOP-OMR be relied upon to claim eligibility for the purpose of participation in any public bidding.*
- *The determination of the eligibility of merchants, whether registered with the GOP-OMR or not, shall remain with the Bids and Awards Committee (BAC). The BAC's determination of validity of the eligibility requirements shall be conclusive to enable the merchant to participate in the public bidding process.*

PhilGEPS Registration No: 2014-120036  
Certificate Reference No: 2019019757A

Page 2 of 3


<sup>1</sup> Refer to Section 4 of the Guidelines for the Use of the Government of the Philippines - Official Merchant's Registry

# List of Eligibility Documents

of  
**WHEELS, INC.**  
222 E. Rodriguez, Sr. Ave., Kalusugan D4  
Quezon City Metro Manila

<b>SEC Certificate</b>	Registration Date : 21-Sep-2019 SEC Certificate Number : 73111
<b>Mayor's Permit</b>	Expiration Date : 31-Dec-2019 Permit Number : 97-063469 Place of Issue : Quezon City Signatory : GARRY C. DOMINGO Issuance Date : 17-Jan-2019
<b>Tax Clearance</b>	Expiration Date : 23-May-2020 TCC Number : LTS-124-05-23-0214-2019 Signatory : TERESITA M. DIZON Issuance Date : 23-May-2019
<b>Audited Financial Statement</b>	Date of Filing : 11-Apr-2019 Current Asset : Php 801,669,282.00 Total Asset : Php 1,232,939,548.00 Current Liabilities : Php 130,862,903.00 Total Liabilities : Php 1,109,715,325.00 Name of Auditor : JOSE M. ADIARTE, JR. BIR RDO Code : 124
<b>PCAB License</b>	Expiration Date : Issued By : Issuance Date : License Number : License First Issue Date : Principal Classification : Category :

REPUBLIC OF THE PHILIPPINES  
 DEPARTMENT OF TRANSPORTATION  
 LAND TRANSPORT AUTHORITY



**CARRIAGE LICENSE**

Holder's Name: **DM**  
 Date of Birth: **1972/07/21**  
 Sex: **M**  
 Issued: **7/14/97**  
 Expiry: **7/14/97**

Address: **BIRK/119 KALAYAAN HOMES 3RD AVENUE KAWIT  
 DAVAO**

License No: **D04-05-0066428**    Expiry/Reissue: **08/22/99/28**    Agency Code: **D04**

Sex: **M**    Hair Color: **BROWN**  
 Height: **1.72**    Complexion: **FAIR**

Signature of Licensee: *[Signature]*  
 Issuing Authority: **EDGAR C. GALANG**  
*[Signature]*  
 Assistant Secretary

III. ORGAN DONATION:  
 I WILL NOT DONATE ANY ORGAN

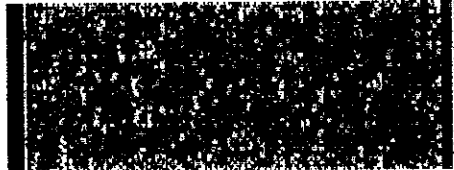
IV. IN CASE OF EMERGENCY NOTIFY:  
 NAME: MARYANE F. CABRERA  
 ADDRESS: B4 L119 KALAYAAN HMS TOCLONG KAWIT  
 TEL. NO.: 099351169112

**VEHICLE CLASSIFICATION**

I. MOTORCYCLES/AUTOMATED TRICYCLES  
 1. MOTORCYCLE/AUTOMATED TRICYCLES  
 2. VEHICLE UP TO 4500 KG G.V.W.  
 3. VEHICLE ABOVE 4500 KG G.V.W.  
 4. AUTOMATIC CLUTCH UP TO 4500 G.V.W.  
 5. AUTOMATIC CLUTCH ABOVE 4500 G.V.W.  
 6. ARTICULATED VEHICLE 1600 KG G.V.W. AND BELOW  
 7. ARTICULATED VEHICLE 1601 UP TO 4500 G.V.W.  
 8. ARTICULATED VEHICLE 4501 & ABOVE G.V.W.

II. CONDITIONS:  
 A. WEAR EYEGLASSES  
 B. DRIVE ONLY W/SPECIAL EQPT FOR UPPER LIMBS  
 C. DRIVE ONLY W/SPECIAL EQPT FOR LOWER LIMBS  
 D. DAYLIGHT DRIVING ONLY  
 E. ACCOMPANIED BY A PERSON W/NORMAL HEARING

Serial Number: **040290249**



*[Handwritten signatures]*

REPUBLIKA NG PILIPINAS  
KAGAWARAN NG PANANALAPI  
KAWANIHAN NG KENTAS INTERNAS  
REVENUE REGION NO.  
REVENUE DISTRICT NO.

Form No. 2303  
Revised July 1997

OCN

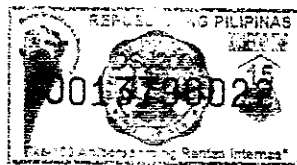
**OFFICE OF REGISTRATION**

TIN	NAME	REGISTRATION DATE

REGISTERED ADDRESS

REGISTERED ACTIVITY(IES)

I HEREBY CERTIFY THAT THE ABOVE NAMED PERSON IS REGISTERED AS INDICATED ABOVE, UNDER THE PROVISIONS OF THE NATIONAL INTERNAL REVENUE CODE, AS AMENDED.



REVENUE DISTRICT OFFICER (signature over printed name)

THIS CERTIFICATE MUST BE EXHIBITED CONSPICUOUSLY IN THE PLACE OF BUSINESS

EN

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

**SECRETARY'S CERTIFICATE**

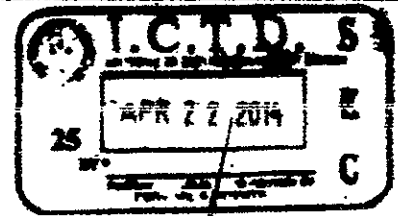
I, **ANTONIO G. TENG** of legal age, Filipino, married with address at No. 222 E. Rodriguez Sr. Ave., Quezon City, after being duly sworn to law hereby depose and state:

1. That I am the duly elected and qualified Corporate Secretary of **WHEELS INC.**, a corporation duly organized and existing under Philippine laws with principal office at No. 222 E. Rodriguez Sr. Ave., Quezon City and branch office at Diosdado Macapagal corner Gil Puyat Sts., Pasay City;
2. That in the meeting of the Board of Directors of the corporation held on June 18, 2019 at 6:00 p.m. at its principal office, the following resolution was unanimously approved and adopted, viz:

**“RESOLVED, AS IT IS HEREBY RESOLVED, that all payments due to the corporation from the Department of Budget and Management shall be credited and/or deposited to the former’s savings account no. 003893-0613-89 with the Bank of the Philippine Island (BPI) St. Lukes E. Rodriguez Sr., Quezon City branch, with anyone one (1) of its officers stated hereunder, as its authorized signatory, to make, prepare and execute the Authority to Credit, viz:**

- e. **ESCORTON G. TENG** - Chairman of the Board
- f. **RAMON T. GOH** - President
- g. **ANTONIO G. TENG** - SVP/Treasurer
- h. **AILEEN MICHELLE T. YAP** - Cashier Manager”

3. That the foregoing resolution is in force and outstanding and has not been modified, repealed or amended.



**WHEELS INCORPORATED**  
**STATEMENTS OF FINANCIAL POSITION**

	December 31	
	2013	2012
<b>ASSETS</b>		
<b>Current Assets</b>		
Cash (Notes 4, 5 and 25)	P 3,866,411	P 34,875,983
Trade receivables (Notes 4, 5, 7 and 25)	254,814,776	261,821,637
Inventories (Notes 4 and 8)	383,998,222	389,882,293
Other current assets (Note 9)	15,098,753	8,790,162
<b>Total Current Assets</b>	<b>637,778,162</b>	<b>695,370,074</b>
<b>Noncurrent Assets</b>		
Property and equipment (Notes 4 and 11)	366,663,216	75,104,978
Investments (Notes 4, 5, 10 and 25)	4,684,989	4,604,989
Other assets (Notes 4 and 12)	2,308,812	2,944,280
<b>Total Noncurrent Assets</b>	<b>373,656,217</b>	<b>82,654,247</b>
<b>TOTAL ASSETS</b>	<b>P 991,436,379</b>	<b>P 778,024,321</b>
<b>LIABILITIES AND EQUITY</b>		
<b>Current Liability</b>		
Trade and other payables (Notes 4, 5, 13 and 25)	P 94,838,313	P 165,514,273
Loans payable (Notes 4, 5, 14 and 25)	784,392,243	509,392,243
<b>Total Current Liability</b>	<b>879,230,556</b>	<b>674,906,516</b>
<b>Noncurrent Liabilities</b>		
Pension Liability (Notes 4 and 22)	9,163,945	7,818,270
Other liabilities (Notes 5, 15 and 25)	28,324,988	15,841,204
<b>Total Noncurrent Liabilities</b>	<b>29,488,933</b>	<b>23,659,474</b>
<b>Total Liabilities</b>	<b>908,719,489</b>	<b>698,565,990</b>
<b>Equity (Note 4)</b>		
Capital stock	30,000,000	30,000,000
Retained earnings	52,706,970	49,458,331
<b>Total Equity</b>	<b>82,706,970</b>	<b>79,458,331</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>P 991,436,379</b>	<b>P 778,024,321</b>

See accompanying Notes to Financial Statements.

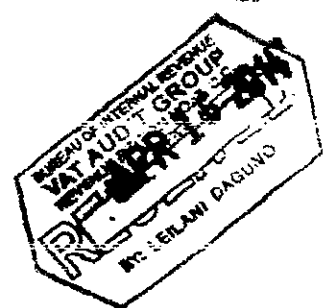




**WHEELS INCORPORATED**  
**STATEMENTS OF COMPREHENSIVE INCOME**

	For the years ended December 31	
	2013	2012
<b>REVENUE</b> (Notes 4 and 16)	<b>P 2,134,923,302</b>	<b>P 2,414,520,069</b>
<b>COST OF SALES</b> (Notes 4 and 18)	<b>2,095,566,451</b>	<b>2,356,331,912</b>
<b>GROSS PROFIT</b>	<b>39,356,931</b>	<b>58,188,157</b>
<b>OPERATING EXPENSES</b> (Notes 4 and 19)	<b>44,641,781</b>	<b>100,974,213</b>
<b>INCOME FROM OPERATIONS</b>	<b>(5,284,850)</b>	<b>(42,786,056)</b>
<b>OTHER INCOME (EXPENSES)</b> (Note 17)	<b>9,268,377</b>	<b>50,981,361</b>
<b>INCOME BEFORE INCOME TAX</b>	<b>4,575,527</b>	<b>8,195,305</b>
<b>PROVISION FOR INCOME TAX</b> (Notes 4 and 20)	<b>1,348,888</b>	<b>2,387,980</b>
<b>NET INCOME</b>	<b>3,248,639</b>	<b>5,807,325</b>
<b>OTHER COMPREHENSIVE INCOME</b>	-	-
<b>TOTAL COMPREHENSIVE INCOME</b>	<b>P 3,248,639</b>	<b>P 5,807,325</b>

See accompanying Notes to Financial Statements.



**WHEELS INCORPORATED**  
**STATEMENTS OF CHANGES IN EQUITY**

	For the years ended December 31	
	2013	2012
<b>CAPITAL STOCK - P100 per value</b>		
Authorized, issued and outstanding - 300,000 shares	P 30,000,000	P 30,000,000
<b>RETAINED EARNINGS</b>		
Unappropriated		
Balance at beginning of the year	11,958,331	6,151,006
Net income	3,208,639	5,807,325
Appropriations for the year	-	-
Balance at the end of the year	15,166,970	11,958,331
Appropriated	37,500,000	37,500,000
<b>Total Retained Earnings</b>	<b>52,706,970</b>	<b>49,458,331</b>
<b>TOTAL EQUITY</b>	<b>P 82,706,970</b>	<b>P 79,458,331</b>

See accompanying Notes to Financial Statements.

**WHEELS INCORPORATED**  
**STATEMENTS OF CASH FLOWS**

	For the years ended December 31	
	2013	2012
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
Income before income tax	P 4,575,527	P 8,195,305
Adjustments for:		
Depreciation (Notes 4 and 11)	5,934,320	10,729,283
Provision for pension cost	1,345,675	1,345,675
Interest income	(152,969)	(235,372)
Operating income before working capital changes	11,702,953	20,034,891
(Decrease) increase in:		
Trade receivables (Note 7)	(32,993,139)	(4,375,910)
Inventories (Notes 4 and 8)	85,804,871	(87,722,306)
Investments (Notes 4 and 10)	-	(509,110)
Other current assets (Note 9)	(6,300,591)	(3,280,813)
Other assets (Notes 4 and 12)	506,268	3,919,928
(Increase) decrease in:		
Trade and other payables (Notes 4 and 13)	(78,675,960)	(95,500,407)
Other liabilities (Note 15)	4,463,784	857,404
Net cash used in operations	(7,342,894)	(167,476,323)
Income tax paid	(1,326,800)	(2,387,980)
Interest received	152,969	235,372
Net cash used in operating activities	(8,517,813)	(169,628,931)
<b>CASH FLOWS FROM INVESTING ACTIVITY</b>		
Acquisition of property and equipment (Notes 4 and 11)	(297,492,550)	(3,285,230)
Net cash used in investing activity	(297,492,550)	(3,285,230)
<b>CASH FLOWS FROM FINANCING ACTIVITY</b>		
Availment of loans (Notes 4 and 14)	275,000,000	197,392,243
Net cash used in financing activity	275,000,000	197,392,243
<b>NET (DECREASE) INCREASE IN CASH</b>	<b>(31,009,571)</b>	<b>18,478,082</b>
<b>CASH AT THE BEGINNING OF THE YEAR</b>	<b>34,875,982</b>	<b>16,397,900</b>
<b>CASH AT THE END OF THE YEAR (Note 4)</b>	<b>P 3,866,411</b>	<b>P 34,875,982</b>

See accompanying Notes to Financial Statements.



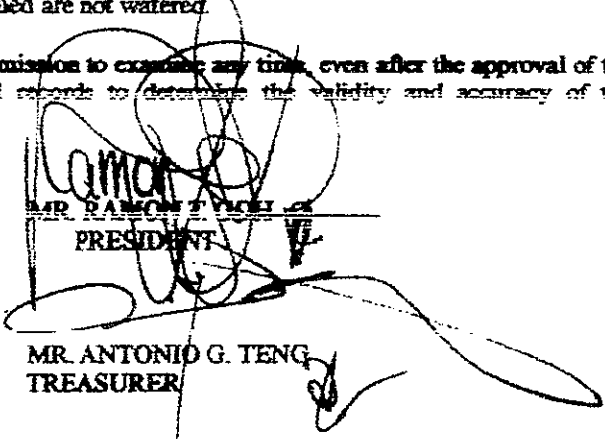
July 30, 2014

To the Securities and Exchange Commission:


In connection with the application of WHEELS INC., DOING BUSINESS UNDER THE NAMES AND STYLES OF HYUNDAI E. RODRIGUEZ SR. AVE., QUEZON CITY; SUZUKI AUTO - E. RODRIGUEZ SR AVE., QUEZON CITY; KIA NEW MANILA; HYUNDAI MANILA BAY AND SUZUKI AUTO MANILA BAY, for the increase of authorized capital stock from THIRTY MILLION TO ONE HUNDRED MILLION PESOS, the undersigned hereby declare under oath the following:

1. That all information and representations contained in the submitted application and its supporting documents are true and correct;
2. That the verification procedures required by the Commission were conducted by an independent auditor who issued a report thereon in accordance with the auditing standards in force;
3. That the items/accounts subject of the application are authorized, valid and legal; and
4. That the shares of stock to be issued are not watered.

The management hereby authorizes the Commission to examine any time, even after the approval of the application, the company's books of accounts and records to determine the validity and accuracy of the transaction.

  
 MR. ANTONIO G. TENG  
 TREASURER

SUBSCRIBED AND SWORN TO BEFORE ME IN QUEZON CITY, Philippines on SEP 16 2014, affiants personally appeared before me and exhibited to me their competent evidence of identity, TIN-103-970-349 AND 107-967-411, respectively.

  
 ATTY. JUDE FRANCIS V. ZAMBRANO  
 NOTARY PUBLIC  
 UNTIL DECEMBER 31, 2014  
 NOTARIAL OFFICE ADDRESS AT  
 WHEELS EXECUTIVE SUITES  
 222 E. RODRIGUEZ SR. AVE.  
 QUEZON CITY  
 PTR NO. 9096223 - JAN. 8, 2014 AT Q. C.  
 IRP NO. 925952 - JAN. 8, 2014 AT Q. C.  
 ROLL NO. 58891  
 MCLC COMP. IV-0016303/APRIL 10, 2013

Doc. no. 309  
 Page no. 72  
 Book NO. XXIV  
 Series of 2014

# ELLINOR C. FUA-GERONIMO


CERTIFIED PUBLIC ACCOUNTANT  
1761 Oroquieta St. Sta. Cruz, Manila  
Tel # 964-0221

To the Securities and Exchange Commission  
SEC Building, EDSA  
Greenhills, Mandaluyong City

In connection with the application of WHEELS, INCORPORATED (the "Company") for the increase in paid up capital stock, the undersigned hereby declares:

1. That, as an external auditor engaged by the said Company, I conducted the verification procedures required under Section 2 Of the Guidelines on On-site Verification of Financial Records Relative to Certain Applications Filed with the Commission, and that I have observed all the requirements of existing auditing standards and practices applicable to the said engagement; and
2. That since the foregoing engagement does not involve an audit or review of the Company's financial statements but only the conduct of a set of agreed-upon procedures and issuance of a report of the factual findings thereon, I gave a "no assurance" statement in my October 2, 2014 report attached to this letter. I understand, however, that the "no assurance" statement in my said report does not exempt me from responsibility over the conduct of the said procedures and the factual findings stated therein.

Manila City  
October 2, 2014

  
Ellinor C. Fua-Geronimo  
SEC No. 1412-A, Until April 3, 2017  
PRC Reg. No. 0045241, Until March 3, 2015  
BOA No. 1321, Until December 31, 2016  
PTR. 250872, City of Manila, January 10, 2014  
BIR AN 06-0015261-001-2011  
Tax identification No. 109-228-104

# ELLINOR C. FUA-GERONIMO

CERTIFIED PUBLIC ACCOUNTANT

1761 Oroquieta St. Sta. Cruz, Manila

Tel # 964-0221

To the Stockholders and Board of Directors of  
**WHEELS, INCORPORATED**  
222 E. Rodriguez Sr. Avenue  
Quezon City

I have performed the procedures agreed with you and enumerated below in connection with the application for the increase in authorized capital stock of **WHEELS, INCORPORATED** (the "Company") from P30,000,000 to P100,000,000. My engagement was undertaken in accordance with the Philippines Standards on Auditing (PSA) applicable to agreed-upon procedures engagements. The procedures were performed solely to assist you in complying with the requirements of the Securities and Exchange Commission relative to the Company's application for the increase in authorized capital stock, and the proceeds and funds summarized as follows:

1. I obtained from the Company a schedule of cash received as deposit for subscription on the increase in capital stock which shows the following details:
  - a. The transaction was recorded in the books on September 29, 2014.
  - b. Obtained copies of the official receipts (OR's) issued by the Company to its stockholders, name of subscriber, amount of cash received as follows:


<u>Subscriber's Name</u>	<u>OR#</u>	<u>OR Date</u>	<u>Amount</u>	<u>Form of Payment</u>
Antonio Teng	75529	Sep 27, 2014	P 860,000	Cash
William Teng	75486	Sep 27, 2014	878,750	Cash
Juliet Teng Teh	75510	Sep 27, 2014	878,750	Cash
Escorton Teng	75462	Sep 27, 2014	878,750	Cash
Ramon Goh	75461	Sep 27, 2014	878,750	Cash
Total			<u>P 4,375,000</u>	

2. I obtained from the Company the deposit slip of the payments with China Bank and confirmed that the same was deposited with the said bank on the next banking date it was received under bank account no. 107-318851-8.
3. I checked the mathematical accuracy of the company's schedule. No exceptions noted.
4. I compared the amounts received from subscribers to the duplicate copy of official receipts which are in agreement.
5. I obtained a copy of the Minutes of the Meetings of the Board of Directors and Stockholders dated July 7, 2014 approving the increase in paid up capital stock of the company and noted the same.
6. I compared the information shown in the schedule to that shown in the supporting documents and noted no exceptions.

7. I compared the balance of the deposits for subscription to the general ledger and found it in order.
8. I traced the cash received as deposit for the subscription to the cash receipt books and noted no exceptions.
9. I traced the amounts received to the bank validated deposit slips and bank statements. No exceptions noted.
10. I inspected all entries in the cash disbursement books of the Company for any prior disbursements, advances or loans made to the subscribers that can be linked or associated with the subscriber's payment for subscription and found nothing.
11. I inspected all entries in the cash disbursement books of the Company for any subsequent disbursements, advances or loans granted to the subscriber and found nothing.
12. I conducted a cash count of the funds of the Company as of the date of examination and work back up to the month immediately preceding the date of the meeting when the stockholders approved the increase in the capital stock of the Company. Everything found to be in order.
13. I obtained a summary of the cash in the bank account of the Company and bank reconciliation statements as of the end of the month immediately preceding the submission of the application. Everything found to be in order.
14. I checked the mathematical accuracy of the summary and bank reconciliation statements, trace the receipts and disbursements and other transactions in the summary and bank reconciliation statements to the entries in the general ledger, and compare the balances shown in the summary and bank reconciliation statements with the balances per books and bank statements. Everything found to be in order.
15. I verified the utilization of the proceeds from the cash deposit and noted no exceptions.

My report is solely for the purpose set forth in the first paragraph of the report and for your information, and is not to be used for any other purpose or to be distributed to any other parties. This report relates only to the cash payments of the proposed increase and does not extend to any financial statements of WHEELS, INCORPORATED taken as a whole.

Manila City  
October 2, 2014

  
Elinor C. Fua-Garciano  
SEC No. 1412-A, Until April 3, 2017  
PRC Reg. No. 0045241, Until March 3, 2015  
BOA No. 1321, Until December 31, 2016  
PTR. 250872, City of Manila, January 10, 2014  
BIR AN 06-0015261-001-2011  
Tax identification No. 109-228-104

**SECRETARY'S CERTIFICATE**

I, **ANTONIO G. TENG** of legal age, Filipino, married with address at No. 222 E. Rodriguez Sr. Ave., Quezon City, after being duly sworn to law hereby depose and state:

1. That I am the duly elected and qualified Corporate Secretary of **WHEELS INC.**, a corporation duly organized and existing under Philippine laws with principal office at No. 222 E. Rodriguez Sr. Ave., Quezon City and branch office at Diosdado Macapagal corner Gil Puyat Sts., Pasay City;

2. That in the meeting of the Board of Directors of the corporation held on June 18, 2019 at 6:00 p.m. at its principal office, the following resolution was unanimously approved and adopted, viz:

**“RESOLVED, AS IT IS HEREBY RESOLVED, that all payments due to the corporation from the Department of Budget and Management shall be credited and/or deposited to the former’s savings account no. 003893-0613-89 with the Bank of the Philippine Island (BPI) St. Lukes E. Rodriguez Sr., Quezon City branch, with anyone one (1) of its officers stated hereunder, as its authorized signatory, to make, prepare and execute the Authority to Credit, viz:**

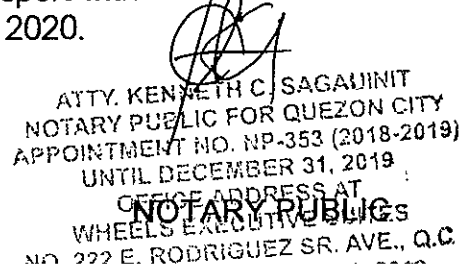
- e. **ESCORTON G. TENG** - Chairman of the Board
- f. **RAMON T. GOH** - President
- g. **ANTONIO G. TENG** - SVP/Treasurer
- h. **AILEEN MICHELLE T. YAP** - Cashier Manager”

3. That the foregoing resolution is in force and outstanding and has not been modified, repealed or amended.

IN WITNESS WHEREOF, I have hereunto affixed my hand in signature this 6 JUN 2019 day of June 2019 at Quezon City.

  
**ANTONIO G. TENG**  
Corporate Secretary

Subscribed and Sworn to before me this 18 JUN 2019 day of June 2019 at Quezon City, affiant exhibiting to me his Passport with No. E64808615 issued at DFA, Manila, and which to expire on July 29, 2020.

  
ATTY. KENNETH C. SAGAUNIT  
NOTARY PUBLIC FOR QUEZON CITY  
APPOINTMENT NO. NP-353 (2018-2019)  
UNTIL DECEMBER 31, 2019  
OFFICE ADDRESS AT  
**NOTARY PUBLIC**  
WHEELS EXECUTIVE SUITES  
NO. 222 E. RODRIGUEZ SR. AVE., Q.C.





CONTROL NO.  
008864

FTEB-0232-19MV

# CERTIFICATE OF ACCREDITATION

TO WHOM IT MAY CONCERN:

This certifies that having satisfactorily complied with the requirements for accreditation of Presidential Decree No. 1572 and Article 125 of R. A. No. 7394, The Consumer Act of the Philippines and their implementing rules and regulations promulgated by the Department of Trade and Industry,

**WHEELS INC.**  
doing business under the names and style of  
**HYUNDAI MANILA BAY AND SUZUKI MANILA BAY**

Diosdado Macapagal Blvd. cor. Sen. Gil Puyat Ave., Manila Bay, Pasay City


is hereby issued this Certificate of Accreditation under the classification of:

Automotive – 5 Star "B"  
(Excluding Aircon Servicing)

Signed on 17 January 2019 at Makati City, Philippines.

Valid until 31 December 2019.

Note: Subject to ocular inspection.

  
**RONNEL O. ABRENICA**  
Director

Documentary Stamp Tax Paid Php 30.00



REPUBLIC OF THE PHILIPPINES  
**SECURITIES AND EXCHANGE COMMISSION**  
SEC Building, EDSA, Greenhills  
City of Mandaluyong, Metro Manila

COMPANY REG. No. 73111

**CERTIFICATE OF FILING  
OF  
AMENDED ARTICLES OF INCORPORATION**

**KNOW ALL PERSONS BY THESE PRESENTS:**

**THIS IS TO CERTIFY** that the amended articles of incorporation of the

**WHEELS INC. doing business under the names and style of HYUNDAI  
E. RODRIGUEZ SR. AVE., QUEZON CITY; SUZUKI AUTO - E.  
RODRIGUEZ SR. AVENUE, QUEZON CITY; KIA NEW MANILA;  
HYUNDAI MANILA BAY AND SUZUKI AUTO MANILA BAY  
(Amending Articles VII thereof)**

copy annexed, adopted on July 7, 2014 by a majority vote of the Board of Directors and by the vote of the stockholders owning or representing at least two-thirds of the outstanding capital stock, and certified under oath by the Secretary and a majority of the Board of Directors of the corporation was approved by the Commission on this date pursuant to the provision of Section 16 of the Corporation Code of the Philippines, Batas Pambansa Blg. 68, approved on May 1, 1980 and copies thereof are filed with the Commission.

Unless this corporation obtains or already has obtained the appropriate Secondary License from this Commission, this Certificate does not authorize it to undertake business activities requiring a Secondary License from this Commission such as, but not limited to acting as: broker or dealer in securities, government securities eligible dealer (GSED), investment adviser of an investment company, close-end or open-end investment company, investment house, transfer agent, commodity/financial futures exchange/broker/merchant, financing company, pre-need plan issuer, general agent in pre-need plans and time shares/club shares/membership certificates issuers or selling agents thereof. Neither does this Certificate constitute as permit to undertake activities for which other government agencies require a license or permit.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the seal of this Commission to be affixed to this Certificate at Mandaluyong City, Metro Manila, Philippines, this 29<sup>th</sup> day of October, Twenty Fourteen.



  
**FERDINAND B. SALES**  
Director

Company Registration and Monitoring Department



REPUBLIC OF THE PHILIPPINES  
**SECURITIES AND EXCHANGE COMMISSION**  
SEC Building, EDSA, Greenhills  
City of Mandaluyong, Metro Manila

COMPANY REG. NO. 73111

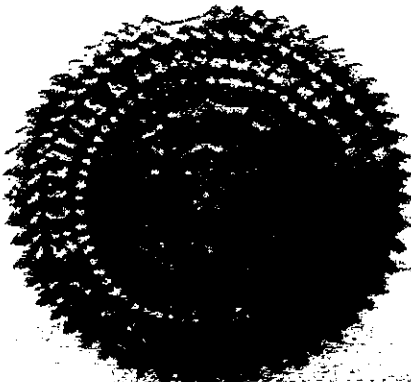
**CERTIFICATE OF APPROVAL OF INCREASE OF CAPITAL STOCK**  
**KNOW ALL PERSONS BY THESE PRESENTS:**


This is to certify that the Increase of capital stock of the

**WHEELS INC. doing business under the names and style of HYUNDAI  
E. RODRIGUEZ SR. AVE., QUEZON CITY; SUZUKI AUTO - E.  
RODRIGUEZ SR. AVENUE, QUEZON CITY; KIA NEW MANILA;  
HYUNDAI MANILA BAY AND SUZUKI AUTO MANILA BAY**

from ~~P30,000,000.00~~ divided into 300,000 shares of the par value of P100.00 each  
to ~~P100,000,000.00~~ divided into 1,000,000 shares of the par value of P100.00 each,  
approved by a majority of the Board of Directors and the vote of the stockholders  
owning or representing at least two-thirds of the outstanding capital stock at a  
meeting held on July 7, 2014 certified to by the Chairman and the Secretary of the  
stockholders meeting and a majority of the Board of Directors of the corporation, was  
approved by the Commission on the date indicated hereunder in accordance with the  
provision of Section 38 of the Corporation Code of the Philippines (Batas Pambansa  
Blg. 68), approved on May 1, 1980. A copy of the Certificate of Increase of Capital  
Stock filed with the Commission is attached hereto.

**IN WITNESS WHEREOF**, I have hereunto set my hand and caused the seal  
of this Commission to be affixed to this Certificate at Mandaluyong City, Metro  
Manila, Philippines, this 29<sup>th</sup> day of October, Twenty Fourteen.



  
**FERDINAND B. SALES**  
Director

**Company Registration and Monitoring Department**

Republic of the Philippines )

QUEZON CITY ) S.S.

SECRETARY CERTIFICATE

I ANTONIO G. TENG, of legal age, single/married and a resident of 18 A. Labrador Street, BF Homes, Quezon City, being duly sworn, depose and say:


I am the duly elected Corporate Secretary of WHEELS INC doing business under the names and styles of HYUNDAI E. RODRIGUEZ SR., AVE., QUEZON CITY; SUZUKI AUTO E. RODRIGUEZ SR., AVE., QUEZON CITY; KIA NEW MANILA; HYUNDAI MANILA BAY AND SUZUKI AUTO MANILA BAY.

At a meeting held on July 7, 2014 the Board of directors and stockholders of the Corporation have approved the increase of its authorized Capital stock to ONE HUNDRED MILLION (P100,000,000.00) divided into ONE MILLION SHARES (1,000,000) shares, with a par value of ONE HUNDRED PESOS (P100.00), per share.

In connection with said increase of capital, I hereby certify that all non-subscribing stockholders has /have waived his/her their pre-emptive rights to subscribe.

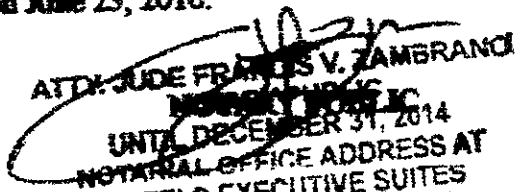
I further certify that from the time of such stockholders and directors' approval of the increase capital stock up to the filing of the application for increase of capital stock with the Commission, to the best of my knowledge, no action or proceeding has been filed or is pending before any court involving an intra-corporate dispute and/or claim by any person or group against the Board of Directors, individual directors and/or major corporate officers of the Corporation as its duly elected and appointed directors and/or appointed directors or officers or vice versa.

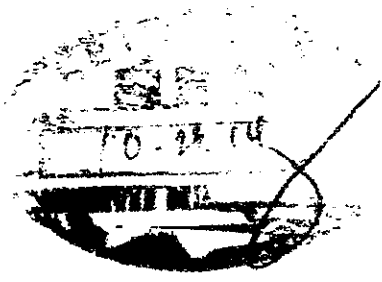
IN WITNESS WHEREOF, I have here unto set my hand this SEP 15 day of 2014 2014, in QUEZON CITY, Philippines.

  
ANTONIO G. TENG  
CORPORATE SECRETARY  
TEL: 167-967-411

SUBSCRIBED AND SWORN TO before me this day SEP 15 2014, 2014, in QUEZON CITY, Philippines, Affiant exhibiting to me his passport with number EB 2788430 issued at Manila, Philippines, and will expire on June 23, 2016.

Doc No. 350  
Page No. 70  
Book No. XXIV  
Series of 2014

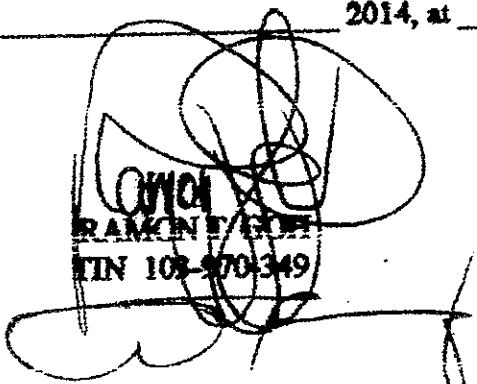
  
ATTY. JUDE FRANCIS V. ZAMBRANO  
NOTARY PUBLIC  
UNTIL DECEMBER 31, 2014  
NOTARIAL OFFICE ADDRESS AT  
WHEELS EXECUTIVE SUITES  
222 E. RODRIGUEZ SR. AVE.  
QUEZON CITY  
PTR NO. 9096223 - JAN. 8, 2014 AT Q. C.  
IBP NO. 925852 - JAN. 8, 2014 AT Q. C.  
ROLL NO. 58091  
MCLE COMP. IV-0016303/APRIL 10, 2013

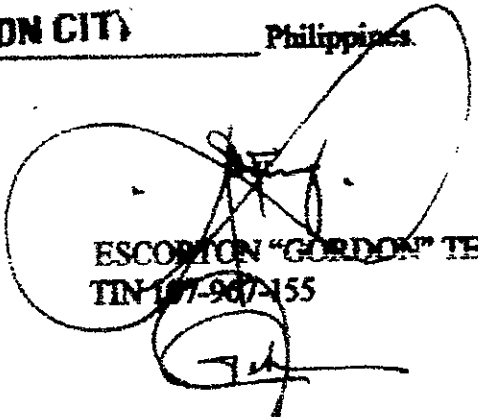


DIRECTOR'S CERTIFICATE

We, the undersigned majority members of the Board of Directors and the Corporate Secretary, hereby certify that the Articles of Incorporation of WHEELS INC. doing business under the names and styles of HYUNDAI E. RODRIGUES SR. AVE., QUEZON CITY; SUZUKI AUTO - E. RODRIGUEZ SR., AVE., QUEZON CITY; KIA NEW MANILA; HYUNDAI MANILA BAY; AND SUZUKI AUTO MANILA BAY; was amended by an affirmative vote of the stockholders owning or representing at least two-thirds (2/3) of the outstanding capital stock at a meeting held for that purpose at the principal office of the corporation on July 7, 2014 and approved likewise by the majority of the directors on July 7, 2014.

IN WITNESS WHEREOF, we have hereunto set out hands this SEP 15 2014 day of 2014, at QUEZON CITY Philippines.

  
WILLIAM G. TENG  
TIN 107-967-437

  
JULIET TENG-TEH  
TIN 125-919-489

  
ANTONIO G. TENG  
TIN 107-967-411



**STATEMENT OF MANAGEMENT'S RESPONSIBILITY  
FOR ANNUAL INCOME TAX RETURN**

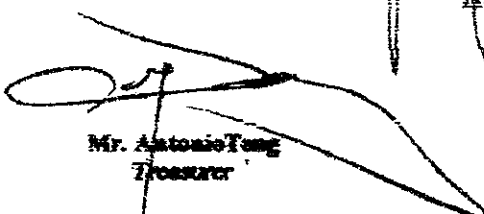
April 5, 2014

The Management of WHEELS, INCORPORATED is responsible for all information and representations contained in the Annual Income Tax Return for the years ended December 31, 2013 and 2012. Management is likewise responsible for all information and representations contained in the financial statements accompanying the Annual Income Tax Return covering the same reporting period. Furthermore, the Management is responsible for all information and representations contained in all the other tax returns filed for the reporting period, including, but not limited, to the value added tax and/or percentage tax returns, withholding tax returns, documentary stamp tax returns, and any and all other tax returns.

In this regard, the Management affirms that the attached audited financial statements for the years ended December 31, 2013 and 2012 and the accompanying Annual Income Tax Return are in accordance with the books and records of WHEELS, INCORPORATED complete and correct in all material respects. Management likewise affirms that:

- (a) the Annual Income Tax Return has been prepared in accordance with the provisions of the National Internal Revenue Code, as amended, and pertinent tax regulations and other instances of the Department of Finance and the Bureau of Internal Revenue;
- (b) any disparity of figures in the submitted reports arising from the preparation of financial statements pursuant to financial accounting standards and the preparation of the income tax return pursuant to tax accounting rules has been reported as reconciling items and maintained in the company's books and records in accordance with the requirements of Revenue Regulations No. 8-2007 and other relevant issuances;
- (c) the WHEELS, INCORPORATED has filed all applicable tax returns, reports and statements required to be filed under Philippine tax laws for the reporting period, and all taxes and other impositions shown thereon to be due and payable have been paid for the reporting period, except those contested in good faith.

  
Mr. Roberto G. Teng  
Chairman of the Board

  
Mr. Antonio Teng  
Treasurer

WHEELS QUEZON AVE. (in front of Sta. Domingo Church) Tel. Nos. 741-8622 - 721-2823 - Fax No. 743-6589  
WHEELS E. RODRIGUEZ SR. AVE. (near St. Luke's Hospital) Tel. Nos. 722-0932 to 34 - 722-0906 to 07

*Opinion*

In my opinion, the financial statements present fairly, in all material respects, the financial position of **WHEELS, INCORPORATED**, as at December 31, 2013 and 2012, and its financial performance and its cash flows for the years then ended in accordance with PFRS.

**Report on the Supplementary Information Required under Revenue Regulation 15-2010**

The supplementary information required under Revenue Regulation 15-2010 for purposes of filing with the Bureau of Internal Revenue is presented by the management of **WHEELS, INCORPORATED**, in a separate schedule. Revenue Regulation 15-2010 requires the information to be presented in the notes to financial statements. Such information is not a required part of the basic financial statements. The information is also not required by Securities Regulation Code Rule 68. Our opinion on the basic financial statements is not affected by the presentation of the information in a separate schedule.

**Elinor C. Fun-Geronimo**  
SEC No. 1412-A, Until April 3, 2017  
PRC Reg. No. 0045241, Until March 3, 2015  
BOA No. 1321, Until December 31, 2016  
PTR. 250872, City of Manila, January 10, 2014  
BIR AN 06-0015261-001-2011  
Tax identification No. 109-228-104

**Manila City**  
April 5, 2014



**ELLINOR C. FUA-GERONIMO**

**CERTIFIED PUBLIC ACCOUNTANT**

1761 Oroquieta St. Sta. Cruz, Manila

Tel # 964-0221

**Report of Independent Auditor**  
in Accompany Income Tax Returns

To the Stockholders and the Board of Directors  
**WHEELS INCORPORATED**  
222 E. Rodriguez Sr. Avenue, Quezon City

I have examined the financial statements of **WHEELS INCORPORATED** for the years ended December 31, 2013 and 2012, on which I rendered the attached report dated April 5, 2014

In compliance with Revenue Regulations V-20, I am stating the following:

1. I don't have any direct financial interest with the Company.



**Ellnor C. Fua-Geronimo**  
SEC No. 1412-A, Until April 3, 2017  
PRC Reg. No. 0045241, Until March 3, 2015  
BOA No. 1321, Until December 31, 2016  
PTR. 250672, City of Manila, January 10, 2014  
BIR AN 06-0015261-001-2011  
Tax identification No. 109-228-104

Manila City  
April 5, 2014



**ELLINOR C. FUA-GERONIMO**  
**CERTIFIED PUBLIC ACCOUNTANT**  
1761 Oroquieta St. Sta. Cruz, Manila  
Telefax # 9640221

**Independent Auditor's Report**

To the Board of Directors and Officers  
**WHEELS, INCORPORATED**  
222 E. Rodriguez St. St.,  
Quezon City

I have audited the accompanying financial statements of **WHEELS, INCORPORATED** which comprise the statements of financial position as at December 31, 2013 and 2012 and the statements of comprehensive income, statements of changes in equity and statements of cash flows for the years then ended and a summary of significant accounting policies and other explanatory information.

*Management's Responsibility for the Financial Statements*

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Philippine Financial Reporting Standards (PFRS) and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

*Auditor's Responsibility*

My responsibility is to express an opinion on these financial statements based on my audits. I conducted my audits in accordance with Philippine Standards on Auditing. Those standards require that I comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.





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

6/19/2019

Date

REQUEST FOR PRICE QUOTATION

Company

Various Suppliers

Tel. No.

-

Fax No.

-

Email:

-

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

Quantity	Unit	Item/s	Unit Price	Total Price
1	lot	90,000 km Check-up and Replacement of Defective Parts for Hyundai Grand Starex VFM 604	₱ -	₱ -

Total ₱

Very truly yours,

JOYCE D. LABAO

OIC-Chief Administrative Officer, PMD

Quoted by:

Various Suppliers

Printed name & Signature

Representative

Position/Title

Remarks:

Invited suppliers within 5km radius that has Philgeps but no submission.

Canvassed by:

MARCO A. DAVID

Printed name & Signature

Administrative Officer II

Position/Title

657-3300 Loc. 3115 Fax: 735-4979

## Invitation to Bid - 90,000 km Check-up and Replacement of Defective Parts for Hyundai Grand Starex VFM 604

MARCO A. DAVID <mdavid@dbm.gov.ph>

Wed, Jun 19, 2019 at 3:20 PM

Bcc: hyundaimbayserviceadvisor@gmail.com, hmbservice.customercare@gmail.com, omelmancia@yahoo.com

Greetings!

We are inviting you to join the bidding for Small Value Procurement on the following project:

**Project: 90,000 km Check-up and Replacement of Defective Parts for Hyundai Grand Starex VFM 604**

ABC: P 60,000

Deadline of submission: on or before 3:00 PM on June 26, 2019

Delivery Term: within Fifteen (15) calendar days upon receipt of the Notice to Proceed.

**Interested bidders/suppliers are required to submit their:**

- Current / Latest Mayor's Permit / Business Permit
- Latest Income/Business Tax Return (for ABCs above P 500,000)
- Philgeps Registration Certificate Number
- Omnibus Sworn Statement (for ABCs above P 50,000) (ATTACHED TO THIS EMAIL)
- Authority of the Signatory (Secretary Certificate)
- Price Quotation Form (Annex "A") (ATTACHED TO THIS EMAIL)

Should you have questions please don't hesitate to call us 657-3300 local 3115 / 3117 or email me mdavid@dbm.gov.ph. If you are unable to access through PHILGEPS you may check our website www.dbm.gov.ph to download documents needed or email me at mdavid@dbm.gov.ph

Thank you,

--



### Marco A. David

Public Servant

Procurement Management Division

Department of Budget and Management

General Solano St., San Miguel, Malacañang, Manila

Trunkline: 657-3300 local 3115

Mobile: Smart - 0999-8733-136 || Globe - 0997-5222-524

Website: www.dbm.gov.ph

Email: mdavid@dbm.gov.ph || davidmarcodbm@gmail.com

#### 4 attachments



Omnibus Sworn Statement.docx

16K



Omnibus Sworn Statement.pdf

239K



RFQ VFM 604.doc

102K



06192019142624.pdf

607K



**My PhilGEPS** | My Organization | My Profile | Opportunities | Catalogue | Directory | About PhilGEPS

**My Pending Task** | Notices | Award Notices

Friday, July 1, 2019 02:00 PM Marco David DBM » Log-out

### Document Request List

Reference Number: **6263363**  
Description: **90,000 km Check-up and Replacement of Defective Parts for Hyundai Grand Starex VFM 604**  
Category: **Vehicle Repair and Maintenance**

Order	Organization Name	Date Ordered
1	<a href="#">JONAS AUTO SERVICE CENTER</a>	21-Jun-2019

[Add](#) [Delete](#) [Back](#)

Pr. no 19-00-600 | 8

**PURCHASE REQUEST**

Department of Budget and Management

Agency

Department: Administrative Service

PR No.: 190236

Date: June 4, 2019



Section: General Service Division

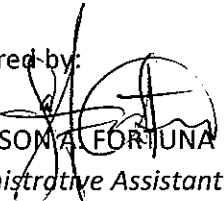
SAI No.: \_\_\_\_\_

Date: \_\_\_\_\_

Stock No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	lot	90,000 km check-up and replacement of defective timing belt, brake pad and shoe various bolt and nut from belt adjuster.	1		
		*****			

Purpose: For the preventive maintenance and corrective of Hyundai Starex w/ plate no. VFM 604 assigned to AS Dir. Palarca

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

Prepared by:  
  
EDDIESON 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

Fund Cluster :

Division/Unit : AS/Motorpool

Responsibility Center Code :

Office : AS/Motorpool

RIS No. : AS/Motorpool

Requisition

Stock Available?

Issue

Stock No.	Unit	Description	QTY	Yes	No	QTY	Remarks
Stock No.	Unit	Description	Quantity	Yes	No	Quantity	Remarks

		90,000 km check up					
		Timing belt					
		Idler bearing					
		Tensioner					
		brake pad			-		
		Brake shoe			-		
		Bolt			-		
		Nut			-		
					-		
					-		

Purpose: For the preventive maintenance and corrective of Hyundai Starex w/ plate no. VFM 604 assigned to AS Director

Signature :	Requested by:	Approved by:	Issued by:	Received by:
Printed Name :	Eddieson Fortuna	Thea Marie Corinne F. Palarca	Chozas, Michael Dennis D.	Eddieson Fortuna
Designation :	Administrative Assistant V	AS, Director	Administrative Officer IV	Administrative Assistant V
Date :				



DEPARTMENT OF BUDGET AND MANAGEMENT  
**PRE-INSPECTION REPORT**

05-31-19-202

Date 05/31/2019 Vehicle / Plate No. Hyundai Starex VHM 604  
Requisitioning Office/Dept. AS, Dir. Palanca

**Nature and Scope of Last Repair , if any :**

Cleaning of Aircon, replacement of Auxiliary fan, expansion valve front & rear, micro filter plus ac filter, November 12, 2018.

**Complaints/Defects :**

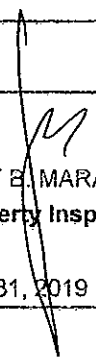
90,000 km check up, replacement of brake pads & shoe, Bolt and Nuts, repair of timing belt

**Parts /components to be Repaired / Replaced:**

All defective parts

**FINDINGS / OBSERVATIONS:**

For maintenance

  
ROBERT B. MARASIGAN  
Property Inspector

Date : May 31, 2019

VFM 604



**DEPARTMENT OF BUDGET AND MANAGEMENT  
ADMINISTRATIVE SERVICE  
MOTORPOOL JOB REQUEST FORM**

*HUNDAI STRIVE*

JRF No: 077  
Date: MAY 30, 2019

MOTOR VEHICLE ASSIGNED TO AS. DIR. PALARCA

**NATURE OF REQUEST:**

- Complete Service
- Aircon Cleaning
- Change Battery
- Change Tire
- Aircon Repair
- Engine Repair
- Others (specify) HEAVY KM  
CHECK-UP AND PREVENTIVE  
MAINTENANCE. NOISE FROM ENGINE  
AND TIMING BELT

Requested by:  
  
Administrative Officer / Driver

Approved by:  
  
Bureau/Service/Office Head

To be filled by Motorpool Unit:

Date of Motor Vehicle Evaluation: \_\_\_\_\_

**INITIAL FINDINGS/WORKS TO BE DONE:**

90,000 KM CHECK-UP, REPAIR AND REPLACEMENT  
OF DEFECTIVE BRAKE PAD & SHOE, TIMING BELT AND  
VARIOUS BOLT & NUTS

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

Quantity	Parts Name / Description

EVALUATED BY:  
  
**EDDIESON A. FORTUNA**  
Administrative Assistant V

APPROVED BY:  
  
**ENGR. ARGEE M. STA. BARBARA**  
D/C - Chief Administrative Officer, GSD

Revised March 2018







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

**REQUEST FOR QUOTATION**

The Department of Budget and Management (DBM), through its Administrative Service (AS), will undertake a Small Value Procurement for the "90,000 km Check-up and Replacement of Defective Parts for Hyundai Grand Starex VFM 604," in accordance with Section 53.9 of the Implementing Rules and Regulations of Republic Act No. 9184.

**Name of Project** : "90,000 km Check-up and Replacement of Defective Parts for Hyundai Grand Starex VFM 604,"

**Approved Budget for the Contract** : "Sixty Thousand Pesos (Php 60,000)"

**Specifications** : See the attached Annex "A" for specifications

**Location** : Department of Budget and Management, General Solano Street, San Miguel Manila

**Delivery Term** : Fifteen (15) calendar days from the receipt of Notice to Proceed (NTP)

Interested suppliers are required to submit their valid and current Mayor's Permit, Latest Income/Business Tax Return, PhilGEPS Registration Number, Omnibus Sworn Statement, and price quotation form (Annex "A") during submission of offer/quotation.

Award of contract shall be made to the lowest quotation, which complies with the minimum description as stated above and other terms and conditions stated in the price quotation form.

Any interlineations, erasures or overwriting shall be valid only if they are signed or initialed by the bidder or his/her duly authorized representative/s.

Submission of quotation and eligibility documents is on or before 3:00 p.m. of June 26, 2019 at the Administrative Service, Ground Floor, DBM Bldg. III, Gen. Solano St., San Miguel, Manila. Open submission may be submitted, manually or through facsimile at fax no. 735-1957.

For inquiry, you may contact us at tel. no. 657-3300 local 3115, fax no. 735-4979 and email mdavid@dbm.gov.ph.

Very truly yours,

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

# PRICE QUOTATION FORM

Date: \_\_\_\_\_

The Administrative Service  
 Department of Budget and Management  
 Ground Floor, DBM Bldg. III, Gen. Solano Street,  
 San Miguel, Manila

Sir/Madam:

After having carefully read and accepted the terms and conditions in the Request for Quotation, hereunder is our quotation/s for the item/s as follows:

Description	Specification	Quantity	Unit Price	Total Price
90,000 km Check-up and Replacement of Defective Parts for Hyundai Grand Starex VFM 604	<p><b><u>I. 90,000 km Check-up and Replacement of Defective Parts (with Labor, Parts and Materials)</u></b></p> <ul style="list-style-type: none"> <li>✔ Perform 90,000 Preventive Maintenance Service Check-up</li> <li>✔ Replacement of Oil Filter</li> <li>✔ Replacement of Fuel Filter</li> <li>✔ Air Cleaner</li> <li>✔ Replacement of Aircon Filter</li> <li>✔ Replacement of Timing Belt A</li> <li>✔ Replacement of Timing Belt B</li> <li>✔ Replacement of Tensioner A</li> <li>✔ Replacement of Tensioner B</li> <li>✔ Replacement of Crankshaft Oil Seal</li> <li>✔ Replacement of Camshaft Oil Seal</li> <li>✔ Replacement of Valve Cover Gasket</li> <li>✔ Halfmoon Packing</li> <li>✔ Replacement of Alternator Belt</li> <li>✔ Replacement of Aircon Belt</li> <li>✔ Replacement of Steering Pump Belt</li> <li>✔ Replacement of Belt Tensioner / Idler Assembly</li> <li>✔ Replacement of Front Brake Pads</li> <li>✔ Replacement of Rear Brake Pads</li> <li>✔ Replacement of Assorted Bolts</li> <li>✔ Replacement of Engine Oil (Fully Synthetic)</li> <li>✔ Perform Engine Treatment</li> <li>✔ Shop Materials</li> <li>✔ Check Brake and Clutch Fluids (replace if necessary)</li> <li>✔ Check Transmission and Differential Oil (replace if necessary)</li> <li>✔ Only for Authorized Hyundai</li> </ul>	1 lot		

	<p style="text-align: center;">Philippines Dealerships</p> <p>Model: Hyundai Grand Starex Diesel M/T 2013  Engine number: D4BHCO23593  Chassis number: KMHWG81HACU493457</p> <p><b><u>II. Warranty</u></b></p> <p>➤ Six (6) months on workmanship and back work/job must be done within Seven (7) calendar days.</p>			
Total (inclusive of VAT)				

(Amount in Words) \_\_\_\_\_

The above-quoted prices are inclusive of all costs and applicable taxes.

Very truly yours,

\_\_\_\_\_  
Name/Signature of Representative

\_\_\_\_\_  
Name of Company

\_\_\_\_\_  
Contact No.



# TECHNICAL SPECIFICATIONS

Bidders/Suppliers must state "Comply" in the column "Statement of Compliance" against each of the individual parameters of each "Specification." Please do not just place check in the bidder's "Statement of Compliance."

Item	Technical Specifications	STATEMENT OF COMPLIANCE
<b>90,000 km Check-up and Replacement of Defective Parts for Hyundai Grand Starex VFM 604</b>		
I.	<p><b><u>I. 90,000 km Check-up and Replacement of Defective Parts (with Labor, Parts and Materials)</u></b></p> <ul style="list-style-type: none"> <li>➤ Perform 90,000 Preventive Maintenance Service Check-up</li> <li>➤ Replacement of Oil Filter</li> <li>➤ Replacement of Fuel Filter</li> <li>➤ Air Cleaner</li> <li>➤ Replacement of Aircon Filter</li> <li>➤ Replacement of Timing Belt A</li> <li>➤ Replacement of Timing Belt B</li> <li>➤ Replacement of Tensioner A</li> <li>➤ Replacement of Tensioner B</li> <li>➤ Replacement of Crankshaft Oil Seal</li> <li>➤ Replacement of Camshaft Oil Seal</li> <li>➤ Replacement of Valve Cover Gasket</li> <li>➤ Halfmoon Packing</li> <li>➤ Replacement of Alternator Belt</li> <li>➤ Replacement of Aircon Belt</li> <li>➤ Replacement of Steering Pump Belt</li> <li>➤ Replacement of Belt Tensioner / Idler Assembly</li> <li>➤ Replacement of Front Brake Pads</li> <li>➤ Replacement of Rear Brake Pads</li> <li>➤ Replacement of Assorted Bolts</li> <li>➤ Replacement of Engine Oil (Fully Synthetic)</li> <li>➤ Perform Engine Treatment</li> <li>➤ Shop Materials</li> <li>➤ Check Brake and Clutch Fluids (replace if necessary)</li> <li>➤ Check Transmission and Differential Oil (replace if necessary)</li> <li>➤ Only for Authorized Hyundai Philippines Dealerships</li> </ul> <p>Model: Hyundai Grand Starex Diesel M/T 2013            Engine number: D4BHCO23593            Chassis number: KMHWG81HACU493457</p>	
II.	<p><b><u>III. Warranty</u></b></p> <ul style="list-style-type: none"> <li>➤ Six (6) months on workmanship and back work/job must be done within Seven (7) calendar days.</li> </ul>	

I hereby certify to comply with all the above Technical Specifications.

\_\_\_\_\_  
Name of Company/Bidder

\_\_\_\_\_  
Signature over Printed Name of Representative

\_\_\_\_\_  
Date



## ***SCHEDULE OF REQUIREMENTS***

Item	SCHEDULE OF REQUIREMENTS	Quantity	Contract Duration
	The Bidder/Supplier shall provide the following needed for the project:		
	90,000 km Check-up and Replacement of Defective Parts for Hyundai Grand Starex VFM 604	1 lot	Fifteen (15) calendar days from the receipt of Notice to Proceed (NTP)
I	90,000 km Check-up and Replacement of Defective Parts (with Labor, Parts and Materials)		
II	Warranty		Six (6) months on workmanship and back work/job must be done within Seven (7) calendar days.

I hereby certify to comply and deliver all the above requirements.

\_\_\_\_\_  
Name of Company/Bidder

\_\_\_\_\_  
Signature over Printed Name of Representative

\_\_\_\_\_  
Date

## Request for DBM Website Posting under Request for Quotation

MARCO A. DAVID <mdavid@dbm.gov.ph>  
To: ICTSS HELPDESK <ictsshelpdesk@dbm.gov.ph>

Wed, Jun 19, 2019 at 2:52 PM

Greetings!

May we request for DBM Website Posting for the following Project:

Title: 90,000 km Check-up and Replacement of Defective Parts for Hyundai Starex VFM 604

Requested by:  
Marco A. David  
Administrative Officer II  
657-3300 local 3115  
mdavid@dbm.gov.ph

Please see attached files.


Thank you,




### Marco A. David


Public Servant  
Procurement Management Division  
Department of Budget and Management  
General Solano St., San Miguel, Malacañang, Manila  
Trunkline: 657-3300 local 3115  
Mobile: Smart - 0999-8733-136 || Globe - 0997-5222-524  
Website: [www.dbm.gov.ph](http://www.dbm.gov.ph)  
Email: [mdavid@dbm.gov.ph](mailto:mdavid@dbm.gov.ph) || [davidmarcodbm@gmail.com](mailto:davidmarcodbm@gmail.com)

#### 4 attachments

 **Omnibus Sworn Statement.docx**  
16K

 **Omnibus Sworn Statement.pdf**  
239K

 **RFQ VFM 604.doc**  
102K

 **06192019142624.pdf**  
607K



## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 6263363  
**Procuring Entity** DEPARTMENT OF BUDGET AND MANAGEMENT  
**Title** 90,000 km Check-up and Replacement of Defective Parts for Hyundai Grand Starex VFM 604  
**Area of Delivery** Metro Manila

<b>Solicitation Number:</b>	2019-045	<b>Status</b>	Pending
<b>Trade Agreement:</b>	Implementing Rules and Regulations	<b>Associated Components</b>	2
<b>Procurement Mode:</b>	Negotiated Procurement - Small Value Procurement (Sec. 53.9)	<b>Bid Supplements</b>	0
<b>Classification:</b>	Goods	<b>Document Request List</b>	0
<b>Category:</b>	Vehicle Repair and Maintenance	<b>Date Published</b>	20/06/2019
<b>Approved Budget for the Contract:</b>	PHP 60,000.00	<b>Last Updated / Time</b>	19/06/2019 14:49 PM
<b>Delivery Period:</b>	15 Day/s	<b>Closing Date / Time</b>	26/06/2019 15:00 PM
<b>Client Agency:</b>			
<b>Contact Person:</b>	Marco David Administrative Officer II Mabini Hall, Malacañang Manila Metro Manila Philippines 1005 63-2-6573300 Ext.3115  mdavid@dbm.gov.ph		

#### Description

##### TECHNICAL SPECIFICATIONS

- I. 90,000 km Check-up and Replacement of Defective Parts (with Labor, Parts and Materials)
- Perform 90,000 Preventive Maintenance Service Check-up
  - Replacement of Oil Filter
  - Replacement of Fuel Filter
  - Air Cleaner
  - Replacement of Aircon Filter
  - Replacement of Timing Belt A
  - Replacement of Timing Belt B
  - Replacement of Tensioner A
  - Replacement of Tensioner B
  - Replacement of Crankshaft Oil Seal
  - Replacement of Camshaft Oil Seal
  - Replacement of Valve Cover Gasket
  - Halfmoon Packing
  - Replacement of Alternator Belt
  - Replacement of Aircon Belt
  - Replacement of Steering Pump Belt
  - Replacement of Belt Tensioner / Idler Assembly
  - Replacement of Front Brake Pads
  - Replacement of Rear Brake Pads
  - Replacement of Assorted Bolts
  - Replacement of Engine Oil (Fully Synthetic)
  - Perform Engine Treatment
  - Shop Materials



Check Brake and Clutch Fluids (replace if necessary)  
Check Transmission and Differential Oil (replace if necessary)  
Only for Authorized Hyundai Philippines Dealerships

Model: Hyundai Grand Starex Diesel M/T 2013  
Engine number: D4BHCO23593  
Chassis number: KMHWG81HACU493457

## II. Warranty

Six (6) months on workmanship and back work/job must be done within Seven (7) calendar days.

## SCHEDULE OF REQUIREMENTS

Delivery Term: Fifteen (15) calendar days from the receipt of Notice to Proceed (NTP)

Warranty: Six (6) months on workmanship and back work/job must be done within Seven (7) calendar days.

Interested suppliers are required to submit their valid and current Mayor's Permit, Latest Income/Business Tax Return, PhilGEPS Registration Number, Omnibus Sworn Statement, and price quotation form (Annex "A") during submission of offer/quotation.

Submission of quotation and eligibility documents is on or before 3:00 p.m. of June 26, 2019 at the Administrative Service, Ground Floor, DBM Bldg. III, Gen. Solano St., San Miguel, Manila. Open submission may be submitted, manually or through facsimile at fax no. 735-1957.

For inquiry, you may contact us at tel. no. 657-3300 local 3115, fax no. 735-4979 and email [mdavid@dbm.gov.ph](mailto:mdavid@dbm.gov.ph).

**Created by** Marco David

**Date Created** 19/06/2019

The PhilGEPS team is not responsible for any typographical errors or misinformation presented in the system. PhilGEPS only displays information provided for by its clients, and any queries regarding the postings should be directed to the contact person/s of the concerned party.



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

2019-091

Administrative Service – Procurement Management Division  
TRANSMITTAL AND ACTION SLIP  
"Please do not detach from the request form"

WHEELS INC.

Subject: PR No. 190236 : 90km Check Up and others Hyundai Starax  
End User: AS VEM Corp

Date & Time Received	FROM	TO	Date & Time Forwarded	REMARKS
6 June	Joye PMD	Marco DIR TIKA	6 June	5 July
			6/18	FOR SIGNATURE OF RFR.
			6/19	DEADLINE : JUNE 26, 2019 3:00 PM
				✓ PHILGOPS ✓ WEBSITE ✓ EMAIL
	PMD	DIR TIKA	7/1	FOR SIGNATURE
		FS	7/1	BTMS TO FOLLOW, FOR VENDOR
				ADDITION TO THE SYSTEM.
			7/4	FOR SERVICE SCHEDULE
				PO, NOA, NTP SENT TO SUPPLIER

No. of Day/s Completed:

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

Name of Payee: WHEELS INC.  
 Title of Project: 90,000 KM CHECK UP AND REPLACEMENT OF DEFECTIVE PARTS FOR HYUNDAI GRAND STAREX  
 Contract Cost: 58,210 VFM 604.

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	19-236
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	19-091
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.	

4/1/19

Received checked items:

*Print Name & Signature* *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**

\_\_\_\_\_

Received checked items:

*Print Name & Signature* *Date and Time*