



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF BUDGET AND MANAGEMENT
 GENERAL SOLANO STREET, SAN MIGUEL, MANILA
 Trunkline: 657-3300

PURCHASE ORDER NO. 2019-108

| | |
|--|---|
| Supplier: Toyota Otis Inc. | Date: August 5, 2019 |
| Address: 1770 P. M. Guazon Street, Barangay 831, Paco, Manila | Mode of Procurement: Small Value Procurement |
| TIN: - | |

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


| | |
|---|--|
| Place of Delivery: DBM Building III | Delivery Term: Twenty (20) working days upon receipt of Purchase Order (P.O.) |
| Date of Delivery: Twenty (20) working days upon receipt of Purchase Order (P.O.) | Payment Term: Upon completion of delivery and acceptance |

| Stock No. | Unit | Item and Description /Specification | Quantity | Unit Cost | AMOUNT |
|-----------|------|--|----------|-------------|-------------|
| | lot | Aircon Cleaning and Replacement of Parts for Toyota Innova UFI 503 | 1 | P 32,725.33 | P 32,725.33 |
| | lot | Car Tint for Toyota Innova YV 9554 | 1 | P 6,240.08 | P 6,240.08 |

(Total Amount In Words)
Thirty Eight Thousand Nine Hundred Sixty Five Pesos and Forty One Centavos **P 38,965.41**


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

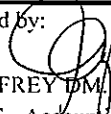
Very truly yours,

Conforme:


 Signature over Printed Name of Supplier
AUG 16 2019

 Date


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

| | |
|--|--|
| Funds Availability Certified by:  JEFFREY DM. GALARPE OIC - Accounting Division | OS No : <u>0261012019-18-1588</u> Amount : <u>38,965.41</u> Date : <u>08/05/19</u> |
|--|--|

Distribution of Copies:
 Original copy for the Supplier's Conforme
 Agency's Central Supply and Property Section for file
 COA Auditor **COA COPY**



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DEPARTMENT OF BUDGET AND MANAGEMENT
 GENERAL SOLANO STREET, SAN MIGUEL, MANILA
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In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent (1%) for every day of delay shall be imposed.

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

Conforme: *Michael V. Falleso*
 Signature over Printed Name of Supplier
AUG 16 2019
 Date

| | |
|---|--|
| Funds Availability Certified by: <u><i>[Signature]</i></u> JEFFREY DM. GALARPE OIC - Accounting Division | OS No : <u>02011012019-08-1588</u> Amount : <u>₱38,965.41</u> Date : <u>08/05/19</u> |
|---|--|

Distribution of Copies:
 Original copy for the Supplier's Conformance
 Agency's Central Supply and Property Section for file
 COA Auditor

COA copy

**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.

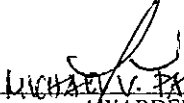
Moreover, the delivery schedule as indicated in the PO may be modified at the option of the Procuring Entity, with prior due notice, written or verbal, to the Supplier.

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: **AUG 16 2019**


MICHAEL V. PALASO
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 TO PROCEED

August 5, 2019

Mr. Michael Falceso
Toyota Otis Inc.
1770 P.M. Guazon Street
Barangay 831, Paco, Manila

Dear Mr. Falceso:


Per attached Purchase Order No. 2019-108, we hereby notify you that your Office may proceed with the delivery of the project *"Aircon Cleaning and Replacement of Parts for Toyota Innova UFI 503 and Car Tint for Toyota Innova YV 9554,"* 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


MICHAEL V. FALCESO
Conforme / Date

AUG 16 2019



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

NOTICE OF AWARD

August 5, 2019

Mr. Michael Falceso
Toyota Otis Inc.
1770 P.M. Guazon Street
Barangay 831, Paco, Manila

Dear Mr. Falceso:

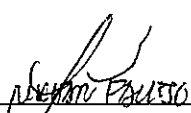
We are pleased to inform you that the project *"Aircon Cleaning and Replacement of Parts for Toyota Innova UFI 503 and Car Tint for Toyota Innova YV 9554,"* is hereby awarded to your company in the amount of Thirty Eight Thousand Nine Hundred Sixty Five Thousand and Forty One Centavos (P 38,965.41).

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

Thank you very much.

Very truly yours,


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



Conforme / Date

AUG 16 2019



OBLIGATION REQUEST AND STATUS

Department of Budget and Management

1588

Serial No.: 02-101101-2019-08-001588

Date: Aug. 5, 2019

Fund Cluster: 01

Payee : TOYOTA OTIS INC.

Office :

Address: 1770 P.M. Guazon Street, Barangay 831, Paco, Manila *01101 RA 11260 Carand Ayala.*

| Responsibility Center | Particulars | MFO/PAP | UACS Object Code | Amount |
|-----------------------------------|---|------------------------|-------------------|------------------|
| | Payment for the Aircon Cleaning and Replacement of Parts for Toyota Innova UFI 503 (32,725.33) assigned to AS-GSD and Car Tint for Toyota Innova YV 9554 (6,240.08) assigned to BITS. | | | 38,965.41 |
| <i>060010100000-01-02 AS</i> | | <i>100000100001000</i> | <i>502/306001</i> | <i>32,725.33</i> |
| <i>060010100000-02-03 TIS</i> | | <i>200000100003000</i> | | <i>6,240.08</i> |

Purchase Order no. 2019-108 38,965.41

A. Certified : Charges to appropriation /allotment are necessary, lawful and under my direct supervision; and supporting documents valid, proper and legal

Signature : *[Signature]*

Printed Name : THEA MARIE CORINNE F. PALARCA MAD

Position : Director IV, AS

Date : Aug 05, 2019

B. Certified : Allotment available and obligated for the purpose/adjustment necessary as indicated above

Signature : *[Signature]*

Printed Name : EDEN D. PANGILINAN

Position : Head, Budget Division/Unit/Authorized Representative

Date : *8-05-19*

C. STATUS OF OBLIGATION

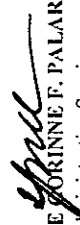
| Reference | | | Amount | | | | |
|-----------|-------------|---------------------------|------------|---------|---------|-------------|--------------------|
| Date | Particulars | ORS/JEV/Check/ADA/TRA No. | Obligation | Payable | Payment | Balance | |
| | | | | | | (a) | (b) |
| | | | | | | Not Yet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

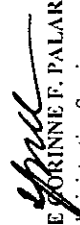
ABSTRACT OF QUOTATIONS

Project Title: Aircon Cleaning and Replacement of Parts for Toyota Innova UFI 503 and Car Tint for Toyota Innova YV 9554
 Date: August 5, 2019

| Qty | Unit | Item/Description | Toyota Otis Inc. 564-1811 to 20 | | Offered Specifications | | Toyota Manila Bay Corporation 581-6168 | | Various Suppliers | | |
|--------------------|------|--|---|-------------|--|-------------|---|---|---|-------|--|
| | | | Unit | Total | Unit | Total | Unit | Total | Unit | Total | |
| 1 | lot | Aircon Cleaning and Replacement of Parts for Toyota Innova UFI 503 | P 32,725.33 | P 32,725.33 | Aircon Cleaning and Replacement of Parts for Toyota Innova UFI 503 | P 35,827.89 | P 35,827.89 | Toyota Global City - service@toyotaglobalcity.com Toyota Makati - gbllegado@toyotamakati.com.ph Toyota Makati - nmambo@toyotamakati.com.ph Toyota Pasig - tpg.servicedepartment@gmail.com | Toyota Global City - service@toyotaglobalcity.com Toyota Makati - gbllegado@toyotamakati.com.ph Toyota Makati - nmambo@toyotamakati.com.ph Toyota Pasig - tpg.servicedepartment@gmail.com | | |
| 1 | lot | Car Tint for Toyota Innova YV 9554 | P 6,240.08 | P 6,240.08 | | P 7,671.20 | P 7,671.20 | Toyota Abad Santos - svc.reminder@toyotaabadsantos.com.ph Toyota Abad Santos - a.datuin@toyotaabadsantos.com.ph Toyota Quezon Avenue - service@toyotaqa.com.ph Toyota Commonwealth Inc. - mrs@tcmi.ph Toyota Pasong Tamo - lisette.ballesteros_1@toyotapasongtamo.com Toyota Cubao - ldayrit@toyotacubao.com.ph Toyota Cubao - g.rodriguez@toyotacubao.com.ph | Toyota Abad Santos - svc.reminder@toyotaabadsantos.com.ph Toyota Abad Santos - a.datuin@toyotaabadsantos.com.ph Toyota Quezon Avenue - service@toyotaqa.com.ph Toyota Commonwealth Inc. - mrs@tcmi.ph Toyota Pasong Tamo - lisette.ballesteros_1@toyotapasongtamo.com Toyota Cubao - ldayrit@toyotacubao.com.ph Toyota Cubao - g.rodriguez@toyotacubao.com.ph | | |
| Total Price | | | P 38,965.41 | | | | P 43,499.09 | | | | |
| Ranking | | | 1 | | | | 2 | | | | |
| Remarks | | | Invited suppliers through email but no submission | | | | | | | | |

Reviewed by:  JOYCE A. LABAYO
 OIC-Chief Administrative Officer, PMD

Prepared by:  THEA MARIE SORINNE F. PALARCA
 Director IV, Administrative Services, KADP

Approved by:  THEA MARIE SORINNE F. PALARCA
 Director IV, Administrative Services, KADP

Remarks: Toyota Otis Inc., having the lowest calculated responsive quotation, considered as the awardee.



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

August 5, 2019

Date

REQUEST FOR PRICE QUOTATION

Company

Toyota Otis Inc.

1770 P.M. Guazon St., Brgy. 831,

Paco, Manila

Tel. No. 564-1811 to 20

Fax No. 564-0436 || 02-338-5933

Email falcesomichael02@gmail.com

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

| Quantity | Unit | Item/s | Unit Price | Total Price |
|----------|------|--|---------------|--------------------|
| 1 | lot | Aircon Cleaning and Replacement of Parts for Toyota Innova UFI 503 and | P 32,725.33 | P 32,725.33 |
| 1 | lot | Car Tint for Toyota Innova YV 9554 | P 6,240.08 | P 6,240.08 |
| | | | Total: | P 38,965.41 |

Very truly yours,

(Signature)
JOYCE D. LABAO

OLC-Chief Administrative Officer, PMD

Quoted by:

Michael Falceso

Printed name & Signature

Service Advisor

Position/Title

Canvassed by:

(Signature)
MARCO A. DAVID

Printed name & Signature

Administrative Officer II

Position/Title

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

email: mdavid@dbm.gov.ph

Remarks:

Quotation obtained through email.

Please see attached.



UFI503

Michael Falceso

TOYOTA OTIS, INC.
 1776 P.M. Guazon St., Barangay 831 Pace, NCR,
 City of Manila, First District 1007
 Tel (02) 504-1811 to 20
 Fax (02) 504-0156 (02) 332-5933
 Website: www.toyotaotis.com.ph
 VAT Reg. TIN: 003-498-567-00000
 Business Style: Sale of Passenger Motor Vehicles

- Receipt Repair
- Appointment
- Walk-In
- Waiting
- Non-Waiting

SERVICE QUOTATION

B1DA003992

| | | | | | |
|---|---|----------------------------------|--|--|-----------------------------|
| Page 1 of 1 | Business Style: | | | | |
| Customer No 1000989792 | Customer Name & Address DEPARTMENT OF BUDGET AND MANAGEMENT | Home Phone No +6327359225 | Appointment Cust. Appt. Time (Rec. Time) | 2700 Service Quotation | |
| Date Received 07/10/2019 | | Business Phone No +6327359225 | Date: / / | Year/Make/Model 2011/Innova 2.5E Dsl M/T - AA - 044 | |
| Time Received 11:44:00AM | 757 SOLANO ST. | Mobile No +639267851684 | Time: : am/pm | Chassis No./VIN/Serial No KUN405091753 | |
| Purchase Order No | Email Address a@o | TIN 449-457-018-00000 | Production Time Date: / / | Colour LIGHT BLUE MICA | CS No TTD246 |
| Payment Method <input type="checkbox"/> Cash <input type="checkbox"/> Credit Card <input type="checkbox"/> Cheque <input type="checkbox"/> Charge Account | Assignee's Name | Assignee's Contact No | Time: : am/pm | Kilometers KM 15,318 | Selling Dealer TOT |
| | Driver's Name | Driver's Contact No | Appointment Recommendation Date Made: / / | Warr Exp KM 100,000 | Delivery Date 02/08/2013 |
| | | | Time Made: : am/pm | Engine No. 2KDU232723 | Warr Exp Date |

| JOB INSTRUCTION | | | | | |
|-----------------|-------------------------|--|--------|---------------------|------------------|
| JOB NO. | OPERATION CODE/PART NO. | DESCRIPTION | QTY | UNIT PRICE | TOTAL |
| 1 | 12099 | INSTALL TINT | 11.143 | 500.00 | 5,571.50 |
| 2 | 12099 | AIRCON CLEANING | 10 | 500.00 | 5,000.00 |
| 2 | TOT-PAGOIL | PAG OIL (EMKARATE) | 1 | 1,365.00 | 1,365.00 |
| 2 | TOT-FREON | FREON 134A | 1 | 1,170.00 | 1,170.00 |
| 2 | 88515-0K510 | VALVE EXPANSION #1 | 1 | 5,786.70 | 5,786.70 |
| 2 | 88515-0K560 | VALVE EXPANSION #1 | 1 | 1,414.36 | 1,414.36 |
| 2 | 88474-17010-LP | DRYER KIT | 1 | 1,440.76 | 1,440.76 |
| 2 | 90099-14119 | O-RING | 4 | 41.92 | 167.68 |
| 2 | 90099-14120 | O-RING | 4 | 59.20 | 236.80 |
| 2 | 90099-14121 | O-RING | 1 | 61.66 | 258.76 |
| 2 | TOT-MISC-M | MISCELLANEOUS-M | 1 | 378.05 | 378.05 |
| 2 | TOTBG-FRIGI-FRINT | FRIGI REF SH | 1 | 669.64 | 669.64 |
| 3 | 12099 | PERFORM WHEEL ALIGNMENT/BALANCE 4TIRES | 4 | 500.00 | 4,000.00 |
| 3 | TOT MISC M | MISCELLANEOUS-M | 1 | 378.05 | 378.05 |
| 4 | 12099 | REPLACE WIPER BLADE | 2,300 | 500.00 | 1,150.00 |
| 4 | 85220-YZZC2 | MVP WIPER BLADE | 1 | 425.31 | 425.31 |
| 4 | 85220-YZ7D4 | MVP WIPER BLADE | 1 | 480.89 | 480.89 |
| 4 | 85242-0K010 | BLADE RR WIPER | 1 | 404.40 | 404.40 |
| | | | | Total Labor | 14,721.50 |
| | | | | Total Part | 11,345.36 |
| | | | | Total Subtotal | 756.10 |
| | | | | Total Oil/Lubricant | 0.00 |
| | | | | Total Misc/Material | 2,535.00 |
| | | | | Subtotal | 29,357.98 |
| | | | | Less Discount | 0.00 |
| | | | | VAT | 3,367.35 |
| | | | | GRAND TOTAL | 32,725.33 |

CONFIRMED: 8/5



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

August 5, 2019

Date

REQUEST FOR PRICE QUOTATION

Company

Toyota Manila Bay Corporation

Roxas Blvd., cor. EDSA extension,

Brgy. 76, Pasay City

Tel. No. 581-6168

Fax No. 581-6122

Email s.caruana@toyotamanilabay.com.ph

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

| Quantity | Unit | Item/s | Unit Price | Total Price |
|----------|------|---|---------------|--------------------|
| 1 | lot | Aircon Cleaning and Replacement of Parts for Toyota Innova UFI 503 and | P 35,827.89 | P 35,827.89 |
| 1 | lot | Car Tint for Toyota Innova YV 9554 | P 7,671.20 | P 7,671.20 |
| | | | Total: | P 43,499.09 |

Very truly yours,


JOYCE D. LABAO

OIC-Chief Administrative Officer, PMD

Quoted by:

Sherman Caruana

Printed name & Signature

Service Advisor

Position/Title

Canvassed by:


MARCO A. DAVID

Printed name & Signature

Administrative Officer II

Position/Title

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

email: mdavid@dbm.gov.ph

Remarks:

Quotation obtained through email.

Please see attached.

TOYOTA

UFI503

SHERMAN T CARUANA

TOYOTA MANILA BAY CORPORATION

Roxas Boulevard, Corner Edsa Extens.on, Barangay 75
Pasay City NCR Fourth District
Philippines, 1300
Tel.(02) 581-6168
Fax (02) 581-6122
Website: www.toyotamanilabay.com.ph
VAT Reg TIN 004-675-716-00000
Business Style: Sales of Passenger Motor Vehicle

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

SERVICE QUOTATION

D3DA004988

| | | | | | |
|---|---|---|---|---|------------------------------|
| Page 1 of 1 | Business Style: | | | | |
| Customer No 1000989792 | Customer Name & Address DEPARTMENT OF BUDGET AND MANAGEMENT | Home Phone No | Appointment Cust. Appt Time (Rec. Time) Date: ___/___/___ Time: ___:___am/pm | Z700 Service Quotation | |
| Date Received 08/02/2019 | MABINI HALL MALACANANG | Business Phone No +639299642990 | Production Time Date: ___/___/___ Time: ___:___am/pm | Year/Make/Model 2011/Innova 2.5E DSI M/T - AA - 044 | |
| Time Received 02:22:16PM | | Mobile No 449-457-018-00000 | Chassis No /VIN/Serial No KUN405091753 | Colour LIGHT BLUE MICA | CS No TT0246 |
| Purchase Order No | Email Address davidmarcodbm@gmail.com | TIN 449-457-018-00000 | Appointment Reconfirmation Date Made: ___/___/___ Time Made: ___:___am/pm | Kilometers KM 15.318 | Selling Dealer TOT |
| Payment Method <input type="checkbox"/> Cash <input type="checkbox"/> Credit Card <input type="checkbox"/> Cheque <input type="checkbox"/> Charge Account | Assignee's Name | Assignee's Contact No | Warr Exp KM 100,000 | Delivery Date 02/08/2013 | |
| | Driver's Name | Driver's Contact No | Engine No 2KDU232723 | Warr Exp Date | |

| JOB INSTRUCTION | | | | | |
|-----------------|-------------------------|--------------------------|---------------------|------------|------------------|
| JOB NO. | OPERATION CODE/PART NO. | DESCRIPTION | QTY | UNIT PRICE | TOTAL |
| 0 | | GJ | 0 000 | 0.00 | 0.00 |
| 1 | TM63M-BDK20-015NT | TINT 3M DARK BODY INNOVA | 1 | 5,740.18 | 5,740.18 |
| 1 | TMBSC-BODY0-000NT | SCRAPPING CHARGE BODY | 1 | 909.82 | 909.82 |
| 1 | TMB-SUB_MISC | MISCELLANEOUS | 1 | 199.29 | 199.29 |
| 2 | 15099 | M AIRCON MAINTENANCE | 8 | 500.00 | 4,000.00 |
| 2 | 88515-0K510 | VAVLE,EXPANSION #1 | 1 | 5,786.70 | 5,786.70 |
| 2 | 88515-0K050 | VALVE EXPANSION #1 | 1 | 1,414.38 | 1,414.38 |
| 2 | 88471-0K010 | TANK, RECEIVER | 1 | 3,108.30 | 3,108.30 |
| 2 | 90099-14121 | O-RING | 6 | 64.69 | 388.14 |
| 2 | 90099-14120 | O-RING | 6 | 59.20 | 355.20 |
| 2 | 90099-14119 | O-RING | 6 | 41.92 | 251.52 |
| 2 | TMB-FREON | R-134A FREON | 2 | 1,200.00 | 2,400.00 |
| 2 | TMB-SPO | SUNICE PB100 PAG OIL 1 L | 60 | 17.50 | 1,050.00 |
| 2 | TMB-SCWC | SPHINK COIL WASH CLEANER | 1 | 200.00 | 200.00 |
| 3 | 15099 | WHEEL ALIGNMENT | 5 330 | 500.00 | 2,665.00 |
| 4 | 15099 | ALL WIPER BLADE | 0 360 | 500.00 | 150.00 |
| 4 | 85220-YZZD4 | MVP WIPER BLADE | 1 | 480.89 | 480.89 |
| 4 | 85220-YZZC2 | MVP WIPER BLADE | 1 | 425.31 | 425.31 |
| 4 | 85242-0K010 | BLADE, RR WIPER | 1 | 464.46 | 464.46 |
| 5 | 15099 | WHEEL BALANCING (4TIRES) | 4 | 500.00 | 2,000.00 |
| | | | Total Labor | | 8,815.00 |
| | | | Total Part | | 19,324.90 |
| | | | Total Sublet | | 199.29 |
| | | | Total Oil/Lubricant | | 0.00 |
| | | | Total MISC/Material | | 3,650.00 |
| | | | Subtotal | | 31,989.19 |
| | | | Less Discount | | 0.00 |
| | | | VAT | | 3,838.70 |
| | | | GRAND TOTAL | | 35,827.89 |

Software Provider
Address
Tax Identification No

Toyota Motor Philippines Corporation
Toyota Special Economic Zone - Santa Rosa - Tagaytay Highway - Santa Rosa City - Laguna - 4026
050 415 713-60300

Software Name
Software Version
Permit-to-Use (PTU) No.
Date Issued
Valid Until
Series Range

SAP ECC-Dealer Business Management
Version 6/EHP 7 0/SPC9
1803_0124_PTU_CAS_000294
03/09/2018
02/28/2023
D3DA00000* - D3DZ999999

"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
 GENERAL SOLANO STREET, SAN MIGUEL, MANILA

August 2, 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 | Aircon Cleaning and Replacement of Parts for Toyota Innova UFI 503 and | P _____ - | P _____ - |
| 1 | lot | Car Tint for Toyota Innova YV 9554 | P _____ - | P _____ - |

Total: P _____ -

Very truly yours,

JOYCE B. LABAO

OIC-Chief Administrative Officer, PMD

Quoted by:

Various Suppliers

Printed name & Signature

Position/Title

Canvassed by:

MARCO X. DAVID

Printed name & Signature

Administrative Officer II

Position/Title

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

email: mdavid@dbm.gov.ph

Remarks:

Invited suppliers through email but no submission.

Request for Quotation (Revised)

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

Fri, Aug 2, 2019 at 1:40 PM

Bcc: Michael Falceso <falcesomichael02@gmail.com>, servicetoyotaotis@gmail.com, Jonathan Culla <jonathan.culla@toyotaotis.com.ph>, michael.falceso@toyotaotis.com.ph, Toyota Global City Service <service@toyotaglobalcity.com>, Toyota Makati Service <gbllegado@toyotamakati.com.ph>, "Toyota Makati Inc." <nmambo@toyotamakati.com.ph>, Service Department Toyota Pasig <tpg.servicedepartment@gmail.com>, svc.reminder@toyotaabadsantos.com.ph, a.datuin@toyotaabadsantos.com.ph, Bong Salcedo <v.salcedo@toyotacubao.com.ph>, Toyota Quezon Avenue <service@toyotaqa.com.ph>, Sherman Bob Caruana <s.caruana@toyotamanilabay.com.ph>, Toyota Commonwealth Service <mrs@tcmi.ph>, Lissette Ballesteros <lissette.ballesteros_1@toyotapasongtamo.com>, Timothy Dayrit <t.dayrit@toyotacubao.com.ph>, Glenn Rodriguez <g.rodriguez@toyotacubao.com.ph>

Greetings!

May I request for quotation on the following:

Aircon Cleaning, Wheel Alignment, and Balancing, Tint and Replacement of Parts for Toyota Innova UFI 503

Model: 2013 Model

Engine number: 2KDU232723

Chassis number: KUN405091753

Replacement of Parts:

Wiper Blade (Front and Rear)

Car Tint: Dark, except windshield (visor only 7 inches)

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

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

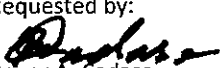
REQUISITION AND ISSUE SLIP


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

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

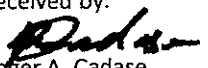
| Stock No. | Unit | Description | QTY | Yes | No | QTY | Remarks |
|-----------|------|-------------------------------|----------|-----|----|----------|---------|
| Stock No. | Unit | Description | Quantity | Yes | No | Quantity | Remarks |
| | lot | wiper blade (front and rear) | 1 | | | | |
| | | car tint | | | | | |
| | | aircon cleaning | | | | | |
| | | wheel alignment and balancing | | | | | |
| | | | | | - | | |
| | | | | | - | | |
| | | | | | - | | |
| | | | | | - | | |
| | | | | | - | | |
| | | | | | - | | |

Purpose: For the preventive maintenance of toyota hiace w/ plate no, SHU 962 assigned to GSD

Requested by:
 Signature : 
 Printed Name : Roger A. Cadase
 Designation : Administrative Aide IV
 Date :

Approved by:

 THEA MARIE CORRAE F. PALANCA
 Director, AS

Issued by:
 Chozas, Michael Dennis D.
 Administrative Officer IV

Received by:

 Roger A. Cadase
 Administrative Aide IV



DEPARTMENT OF BUDGET AND MANAGEMENT
PRE-INSPECTION REPORT

07-02-19-250

Date 7/22/19 Vehicle / Plate No. Toyota Innova UFI 503
Requisitioning Office/Dept. AS-OD

Nature and Scope of Last Repair, if any :
Complete engine service

Complaints/Defects :
Installation car tint, aircon cleaning, wheel balancing ang alignment

Parts /components to be Repaired / Replaced:
Installation car tint, aircon cleaning, wheel ba

1907145
[Signature]

FINDINGS / OBSERVATIONS:
For installation car tint, aircon cleaning, wher

[Signature]
Michael Dennis Chozas
Property Inspector

Date : 07/16/2019

PR-2019-07-00081

DEPARTMENT OF BUDGET AND MANAGEMENT

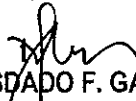

PURCHASE REQUEST


190340

Bureau/Service/Office Budget Information & Training Service PR No.: _____ Date : 07/26/2019
Section _____ SAI No.: _____ Date : _____

| Stock No. | Unit | Item Description | Quantity | Unit Cost | Total Cost |
|-----------|------|-------------------------|----------|-----------|------------|
| | | REPLACEMENT OF CAR TINT | | 9,000.00 | 9,000.00 |
| | | X-X-X-X-X-X-X-X-X-X-X-X | | | |
| | | | | | |
| | | | | | |
| | | | | | |

Purpose: For Toyota Innova YV 9554 officially assigned to the OIC-Director of BITS

| | Requested by: | Approved by: |
|--------------|---|---|
| Signature |  |  |
| Printed Name | DIOSDADO F. GARCE | VIVIEN V. LABASTILLA |
| Designation | Administrative Aide IV | OIC-Director IV |

Received for numbering:
 8/k

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

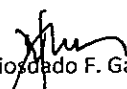
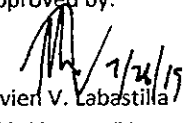
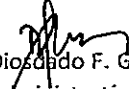
REQUISITION AND ISSUE SLIP

Entity Name : Department of Budget and Management
 Division/Unit : Budget Information & Training Service
 Office : BITS

Fund Cluster :
 Responsibility Center Code :
 RIS No. :

| Requisition | | Stock Available? | | Issue | | Remarks | |
|-------------|------|-------------------------|----------|-------|----|----------|---------|
| Stock No. | Unit | Description | QTY | Yes | No | QTY | Remarks |
| Stock No. | Unit | Description | Quantity | Yes | No | Quantity | Remarks |
| | | Replacement of Car Tint | | | - | | |
| | | | | | - | | |
| | | | | | - | | |
| | | | | | - | | |
| | | | | | - | | |

Purpose: For service vehicle of Dir. Vivien V. Labastilla (Toyota Innova YV9554)

| | | | | |
|----------------|---|---|------------|---|
| | Requested by: | Approved by: | Issued by: | Received by: |
| Signature : |  |  | |  |
| Printed Name : | Diosdado F. Garce | Vivien V. Labastilla | | Diosdado F. Garce |
| Designation : | Administrative Aide IV | OIC-Director IV | | Administrative Aide IV |
| Date : | July 26, 2019 | July 26, 2019 | | July 26, 2019 |



DEPARTMENT OF BUDGET AND MANAGEMENT
PRE-INSPECTION REPORT

08-05-19-251

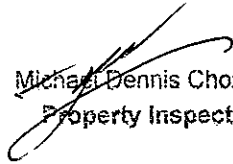
Date 8/5/19 Vehicle / Plate No. Toyota innova YV 9554
Requisitioning Office/Dept. BITS

Nature and Scope of Last Repair , if any :
Replacement of Battery

Complaints/Defects :
Installation car tint

Parts /components to be Repaired / Replaced:
Installation car tint

FINDINGS / OBSERVATIONS:
For installation car tint


Michael Dennis Chozas
Property Inspector

Date : 08/05/2019

DEPARTMENT OF BUDGET AND MANAGEMENT

Vehicle Record

Vehicle Price: P 1,022,000.00
Unit Description: TOYOTA INNOVA E (DIESEL, M/T)
Date Aquired: December 02, 2015
End-User: Director Vivien Lavastilla

Red Plate:
Security Plate:
 Conduction YV 9554

| Date | Work / Repair Done | Amount | Total |
|-------------|---|---------------|--------------|
| 2016 | | | |
| 25-Jan | 1,000 km checkup | 5,042.50 | |
| 02-Mar-16 | Installation of rain gutter and side step board | 16,612.00 | |
| 01-Jul-16 | 5000 km check-up | 2,459.50 | |
| 12-Oct-16 | change oil | 4,247.00 | |
| 2017 | | | |
| 28-Sep | change oil | 4,869.00 | |
| 2018 | | | |
| 05-Apr | Complete engine service | 5,816.00 | |
| 01-Jun | replacement of battery | 6,900.00 | |
| 2019 | | | |
| | | | |
| | | | |
| | | | |
| | | | |

40,903.50

ADMINISTRATIVE SERVICE (PROCUREMENT MANAGEMENT DIVISION and GENERAL SERVICES DIVISION)

Name of Payee: TOYOTA OTIS INC.
 Title of Project: AIR CON CLEANING AND REPLACEMENT OF PARTS FOR TOYOTA INNOVA UFI 503
 Contract Cost: -38,965.41 AND CAR TINT FOR TOYOTA INNOVA YV 7554

CHECKLIST OF DOCUMENTS

REMARKS

Checklist of documents forwarded to Finance Service for:

A. FUNDING (OBLIGATION AND CAF)

- | | | | |
|-----|-------------------------------------|------------------------------------|-----------------------|
| 1. | <input checked="" type="checkbox"/> | Purchase Request/ APP | <u>19-341, 19-340</u> |
| 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 | <u>19-108</u> |
| 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. | |

ms
8/18

Received checked items:

| | |
|-----------------------------------|----------------------|
| <i>Print Name & Signature</i> | <i>Date and Time</i> |
|-----------------------------------|----------------------|

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"/> | F/SMI (Report of Supplies and Materials Issued) | |
| 17. | <input type="checkbox"/> | RIS (Requisition and Issue Slip) | |
| 18. | <input type="checkbox"/> | ICS (Inventory Custodian Slip) | |
| 19. | <input type="checkbox"/> | PAR (Property Acknowledgement Receipt) | |
| 20. | <input type="checkbox"/> | WMR (Waste Material Report) | |
| 21. | <input type="checkbox"/> | Other Documents, if any. | |

Received checked items:

| | |
|-----------------------------------|----------------------|
| <i>Print Name & Signature</i> | <i>Date and Time</i> |
|-----------------------------------|----------------------|

C. ADDITIONAL DOCUMENTS, if any

Received checked items:

| | |
|-----------------------------------|----------------------|
| <i>Print Name & Signature</i> | <i>Date and Time</i> |
|-----------------------------------|----------------------|