

GENERAL SOLANO STREET, SAN MIGUEL, MANILA

						
		PURCHASE ORD	PER NO. 2	020-09	2	
Supplier	:	Toyota Manila Bay Corporation	Date:	Decen	nber 18, 2020	
			Mode of Pr	ocurement	t: NP- Small Value	Procurement
Address	:	Central Business Park, Roxas Blvd., Brgy. 07,				
TIN:		Pasay City 004-676-716-000				
	tlemen:				•	
0011		Please deliver the article(s) product(s)/supp	olies/materia	ls listed be	elow priced in acco	ordance with your
Price Qu	uotation	, subject to the Terms and Conditions enum				
Place of	Delivery:	DBM Building III (Administrative Service)	Payment Terr	n: Payment s	hall be made through	Landbank's LDDAP- ADA /
Delivery	Term:	Fifteen (15) working days upon receipt of				r submission of Billing and Bank Transfer fee shall be
Notice t	o Proce	ed (NTP)	charged again			Dank Hanstel fee stall be
Stock		***	-			
No.	Unit	Item and Description /Specification		Quantity	Unit Cost	AMOUNT
	lot	Supply of Parts for Maintenance of Toyota I	innova	1		
	niecos	ABE 1020 Engine Oil (@4 liters each)		,	B 2 207 77	B 4 FOR F4
		Oil Filter		2 1	₱ 2,297.77	₱ 4,595.54
	piece	Engine Flush		1 1	₱ 487.05 ₱ 695.98	₱ 487.05 ₱ 695.98
		Fuel Filter		1	₱ 904.02	₱ 695.98 ₱ 904.02
		Air Filter		1	₱ 1,418.75	P 1,418.75
	piece			1 1	₱ 35.49	₹ 35.49
	piece	Battery 2SMF		1 1	₹ 7,168.75	7,168.75
	Piece	VAT 12%		_	, ,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	₱ 1,836.67
İ		* nothing follows *				1,050.07
		In Words)				-
Sevente	en Thoi	usand One Hundred Forty Two Pesos and Tv	venty Five Co	entavos		₱ 17,142.25
In ca	ise of fail	ure to make the full delivery within the time spec	ified above, a	penalty of	one-tenth (1/10) of	
loue bero	.ent (1%)) for every day of delay shall be imposed.			Many truly years	
		I			Very truly yours,	
	Conform	e. Halfry			THEA MADTE	ORINNE F. PALARCA
	COMOM	Romeo (T) Maieinās Ji	o			
		Signature over Printed Name of Supplier	 ·			dministrative Service MAC
		, ,				orized Official
		JAN 08 2021	_		, (Represe	nting End User)
Funds A	vailability	Certified by:	OS No	ו מוומוכח -	- 2020-12-00151	<u> </u>
		f-spondtamaun	Amount	1010101 :	42.25	.1
		JEFFREY DM. GALARPE	Date	: Dec	18,2020	•
1		OIC - Accounting Division		- OCC	10,4020	-
Distribu	ition of	Copies:	<u> </u>			
11/	Original o	copy for the Supplier's Conforme				
11/	Agency's	Central Supply and Property Section for file				
1' '/	AS-PMD					
11/	COA Audi	tor				

TERMS AND CONDITIONS (PURCHASE ORDER)

- ALL PRICES OUOTED HEREIN ARE VALID, BINDING AND EFFECTIVE AT LEAST WITHIN THIRTY (30) 1 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.
- The Goods shall only be delivered by the Supplier at the Property Section, General Services Division of the Procuring entity's 3. 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.

- Subject to the provisions of the preceding paragraph, where AWARDEE has accepted a purchase order but failed to deliver the required 4. 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.
- The Goods delivered are accepted by the Procuring Entity as to quantity only. However, inspection as to the Goods' compliance with the 5. 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.
- Rejected deliveries shall be construed as non-delivery of product(s) /item(s) so ordered and shall be, if applicable, subject to liquidated 6. 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.

Page No Book No Series of 2020.

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: Rowco D. Marivas JAN 08 2021
	REPUBLIC OF THE PHILIPPINES) CITY OF MANILA) S.S. AWARDEE
	BEFORE ME, a Notary Public for and in the City of Manila, Philippines on this day of 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, 2020 Doc No :



GENERAL SOLANO STREET, SAN MIGUEL, MANILA

NOTICE TO PROCEED

Mr. Romeo D. Mariñas Toyota Manila Bay Corporation Central Business Park, Roxas Blvd. Brgy. 07, Pasay City

Dear Ms. Mariñas:

Per attached Purchase Order No. 2020-092, we hereby notify you that your office may proceed with the delivery of the Project, "Supply of Parts for Maintenance for Toyota Innova ABE 1020," upon receipt and acceptance of this Notice.

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

Thank you and God Bless.

Very truly yours,

THEA MARIE CORINNE F. PALARCA Director IV, Administrative Service

Conforme:

Romeo D Mareiv Authorized Representative.

[Office/Company/Organization Name]

Date:

JAN 08 2021



GENERAL SOLANO STREET, SAN MIGUEL, MANILA

NOTICE OF AWARD

Mr. Romeo D. Mariñas Toyota Manila Bay Corporation Central Business Park, Roxas Blvd. Brgy. 07, Pasay City

Dear Ms. Mariñas:

We are pleased to inform you that the Project, "Supply of Parts for Maintenance of Toyota Innova ABE 1020," is hereby awarded to your company in the amount of Seventeen Thousand One Hundred Forty Two Pesos and Twenty Five Centavos (P 17,142.25).

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

Thank you and God Bless.

Very truly yours,

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

Conforme:

Authorized Representative,

[Office/Company/Organization Name]

Date:

JAN 08 2021



OBLIGATION REQUEST AND STATUS

Department of Budget and Management

ı	
ı	Serial No.: 02/01/01-2020 -12-00/5/1
ı	
ı	SELBLING A CHAMILLA TO YELL IV DOLL 2011

Date : Fund Cluster:

. 1936			•				
Payee :	TOY	OTA MANILA BAY	CORPORATIO	N			
Office :	-						
Address:	Cen	tral Business Park,	Roxas Bouleva	rd, Brgy. 076,	Pasay City		
Responsibility Center		Partic	culars		MFO/PAP	UACS Object Code	Amount
0586	Paymo assign	ent for the Supply of F ned to Asec. Bravo.	Parts for Mainten		-: Innova ABE 1020 00000 (0000)	5021306001	17,142.25
Purchase Order	no. 2020)-092					17,142.25
necessary,	lawful a	to appropriation /al nd under my direct s nts valid, proper and	supervision; and	for th		available and obli ment necessary	•
Signature :		eme-		Signature	: (c	un V. Son	whom
Printed Name :	THEA	MARIE CORINNE F.	PALARCA	Printed Na	1	/ NNE TERESITA IM	
Position :		Director IV, AS	CAM	Position	: OIC-Chief A	dministrative Offic	er / Budget Division
Date :		Dec 18, 2020	·	Date	:	12-18-24	/
C.	Referen	ce	STATUS	OF OBLIGATION	ON Amount		
Date Partio	culars	ORS/JEV/Check/ ADA/TRA No.	Obligation	Payable (b)	Payment (c)	Bal Not Yet Due (d)	ance Due and Demandable (e)

ABSTRACT OF QUOTATION

te sject Title:

December 17, 2020 Supply of Parts for Maintenance for Toyota Innova ABE 1020

			Toy	Toyota Manila Bay Corporation	3ay C	orporation	_	Toyota Otis Inc.	tis I	nc.	Various 3	Various Suppliers	
		Item/Description		581-6168	6168			8564-1811 to 20	11 to	20			
				December 15, 2020	. 15,	2020		December 15, 2020	15, ;	2020	•	•	
	Unit	Particulars		Unit Cost	75	Total Price		Unit Cost	ĭ	Total Price	Unit Cost	Total Price	بو
	lot	Supply of Parts for Maintenance for			:			:			Please see attached file 	attached file 	_
	liters	Engine Oil Fully Synthetic (Diesel)	۵	2,297.77	٩	4,595.54	۵_	672.32	Φ_	5,378,56			
	piece	Oil Filter	٥	487.05	Δ.	487.05	a _	487.05	0 _	487.05			
	piece	Engine Flushing	<u> </u>	695.98	<u>a</u>	695.98	<u>a</u>	695.98	Φ.	695.98			
	piece	Fuel Filter	۵	904.02	۵	904.02	⊕	904.02	Φ_	904.02			
	piece	Air Filter	۵	1,418.75	٩	1,418.75	҈	1,418.75	₽-	1,418.75			
	piece	Gasket	Δ.	35.49	۵	35.49	௳	35.49	Φ.	35.49			
	piece	Battery 2SMF	۵	7,168.75	٩	7,168.75	ੰ⊏	7,168.75	Φ_	7,168.75			
	-	VAT			۵.	1,836.67			₽	1,930.63			
_		Total Price	٩			17,142.25				18,019.23			
		Technical Specifications		complying	lying			complying	lying		Invited various suppliers through email but no	us supplier nail but no	
									٠		subm	submission	
		Ranking		1				2					
		Remarks		Toyota Man	ila Bë	ay Corporat	ion,	on , having the lowest calcu	OWes	it calculated a	Toyota Manila Bay Corporation , having the lowest calculated and responsive quotation,	quotation,	

Prepared by:

MARCO A. DAVID Administrative Officer IV, PMD

Reviewed by:

JOYCE D. LABAO OIC-Chief Administrative Officer, PMD

Approved by:

THEA MARIE CONTINNE F. PALARCA Director IV, Adrifinistrative Service Adri

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ABE1020

ROMEO D	MARIÑAS
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TOYOTA MANILA BAY

CORPORATION
Certus Business Pain Police Source of Prg. 170
Pessay On 1908
Te (20) 55 (-6) 65
For (20) 56 (-6) 60
(vote 56 (-6) 60
LAT Reg. Tim. 004-673-115-00000
Business Style. Toyota Manual Bay, Corporation

_ Pares Pars : da er พลสทร

SERVICE QUOTATION

D3DA012959

Ape 1 c/ *	Business Style, DEPARTMENT OF BUDGET				
Sustamer No	Customer Name & Adoress	Home Phone No	Appointment		e Quotation
1000989792	- DEPARTMENT OF BUDGET		Cust Appt Time (Rec Time)	Year/Ma-e/Mode	
Date Reps yes	j	Business Phone No.	Date://		DSI M.T - A4 - 858
12/15/2020	AND MANAGEMENT	·	j Timer:am·pm	Chassis No.NIN Sen	
lime Repaived	MABINI HALL	Mobae No	! !		510383 <u>\$</u>
08:21:35AM	Madin Hall Malacanang	<u>+639998733436</u>	Production Time	Colour	CS No
furchase Order No	L	TIN	Date://	LIGHT BLUE MICA	728748
	_l ⊞mai: Address	: 000-449-457-00013	Time::am/pm	Kilometers KIM	Selling Dealer
<u>Pakment Method</u>	dayidmarcodbm@email.com			64.614	TMI
<u></u>	Assignee's Name	, Assignee's Contact No	Appointment Reconfirmation	Warr Exp KM	Delivery Date
Credit Card	,	*	Date Made://	100.000	12/27/2013
Cuedne	1 Driver's Name	Driver's Contact No.	Time Made:: am/pm	Engine No	Warr Exp Date
Charge Account	1		1	2KDU457657	
JOB INSTRUCTION					
<u>ОР ОИ ВОН</u>	ERATION CODEMART NO DESCRIPTION		CTY	UNIT PRICE	ATOT
1	TGFS SN'CF EV	N-30 4L	1	2 297 77	2.297 7
1	AL FILTER 100	6	1	487 05	467.0
1		JSH	1	69,69	895 9
1	JAVP ELEMENT	FUEL FIL	;	20 402	° 994 ¢
1	FLEMENT SUS	-ASSY	1	1 418 75	1 418 7
1			•	25,49	35 4
1	BATTERY BODS	₹L	4	7 168,75	7 168 7
	1		Total Labor Total Part Total Sublet Total OutLub Total MISC/I Subtotal Less D scou VAT GRAND TO	viatena nt	0.00 10.001 5 0.0 0.0 0.0 13.007.8 0.7 1550 5

Software Provider | Toyota Makin Prinippines Optionation | Software Name | Address | Toyota Special Sconomic Zone Santo Rosa - Topaviay Highway, Santa Rosa City Laguns, 4026 | Software Version | Permit-to-Use (PTI - PTI -

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

SAP FOC-Dealer Submest Management Version 6/EMP 7 D/SP05 1603_0124_PTU_CAS_000254 03/06/2015 03/26/0003 DSDA000001 - DSDZ989999



GENERAL SOLANO STREET, SAN MIGUEL, MANILA

REQUEST FOR QUOTATION

December 15, 2020-

mdavid@dbm.gov.ph

COMPANY		**				,
Toyota Otis Inc.						
		<u> </u>				
Tel: No. 85	564-1811 to 2					
	564-0436 3					
	lcesomichael02				•	
<u>16</u>	icesonnenaeloz	<u>ceegman.com</u>				
APPROVED BUD	GET FOR THE	CONTRACT (ABC): Nineteen Thousand Pesos (P	hn 10	ሰበስ ስለነ		
<u></u>		Total (Abo) Milecell Housella Lesos (1	11b T2,	000.00)		
Please quote you	ur best offer f	or the item/s listed below:		•		
1						
QUANTITY	UNIT	ITEM/S	UN	IT PRICE	тот	AL PRICE
1	lot	Supply of Parts for Maintenance of Toyota			_	
		Innova ABE 1020				
. 8	liters	Engine Oil (@ per liter)	₽	672.32	₽	5,378.56
1	piece	Oil Filter	₽	487.05	P	487.05
1	piece	Engine Flush	₽	695.98	₽	695.98
1	piece	Fuel Filter	₽	904.02	₽	904.02
1	piece	Air Filter	₽	1,418.75		1,418.75
1	piece	Gasket	. ₱	35.49		35.49
1	piece	Battery 2SMF	₽	7,168.75	P	7,168.7
	VAT		+	.,2000	₽	1,930.63
					<u> </u>	1,550.00
*The above quote	ed prices are in	clusive of all costs and applicable taxes.			L	
		TOTAI	_: <u> </u>			18,019.23
			Ven	truly yours	,	
			•		,	
					1 -1	/
					1000	2
					E D. LA	
				OIC-Chief A	oministrat AS-PMD	tive Officer.
					A3-FIND	
Quoted by:			Can	vassed by:	T.	
Michael	Falceso			MAR	γγ⁄ ÇO A. DA	VID
	e & Signature				rement Of	
	Advisor				3300 loc :	
D 11:	1-11	_		0057"	JJ00 10C .	7117

Printed Name & Signature Service Advisor Position/Title

Quotation obtained through

Remarks

email.

ABE1020

TOYOTA OTIS, INC.
1770 P.M. Guazon St., Barangay 531, Paco, NCR
City of Manila, First District, 1007
Tel:(02) 8564-1611 to 20
Fax:(02) 8564-0456:(02) 338-5933
Website: www.ioyotaotis.com.ph
VAT Reg. TIN: 003-498-557-00000
Business Style: Toyota Otis, Inc.

Repest Repair Appointment Walk-In Waiting Non Waiting

SERVICE QUOTATION

B1DA008200

Page 1 of 1	Business Style: DEPARTMENT OF BUDGET A	AND MANAGEMENT	•	-	
Customer No	Customer Name & Address	Home Phone No	Appointment	Z700 Servic	e Quotation
1000969792 Date Received 12/15/2020	DEPARTMENT OF BUDGET	+63257359225 Business Phone No	Cust Appt Time (Rec Time) Date: /	Year/Make-Model 2012/Innova 2.5E	Dsl M/T - AA - 050
Time Received	757 SOLANO ST.	+63257359225 Mobile No	Time::am/pm	Chassis No. VIN Sens KUN40	5103838
12:40:27PM Purchase Order No	751 SOLANO 51.	+639952182629 TIN	Production Time Date: / /	Colour LIGHT BLUE MICA	CS No TZ8748
Payment Method	Email Address a@o	000-449-457-00013	Time::am/pm	Kilometers KM 64,619	Selling Dealer TMI
Cash Credit Card	Assignee's Name	Assignee's Contact No.	Appointment Reconfirmation Date Made: / /	Warr Exp KM 100,000	Delivery Date 12/27/2013
☐ Cheque ☐ Charge Account	Driver's Name	Driver's Contact No	Time Made::zm/pm	Engine No. 2KDU457657	Warr Exp Date
JOB INSTRUCTION					
JOB NO OPE	RATION CODE/PART NO. DESCRIPTION		<u>QTY</u>	<u>UNIT PRICE</u>	<u>ATOTA</u>
1	OIL FILTER 1000		1	487 05	487 08
1	- SASKET		1	35 49	35 49
1	TGFS SN/CF 5W	-30 1L	6	672.32	5,378 55
1	BSL ENGINE FLU	JSH ·	1	695.98	695 98
1	MVP ELEMENT F	VEL FIL	1	904.02	904,01
1	ELEMENT SUB-A	KSSY	1	1,416.75	1,418 75
1	EATTERY 80D26	iL .	1	7.168.75	7 168 78
	ı		Total Labor Total Part Total Sublet Total Oil/Lubr Total MISC/M Subtotal Less Discoun VAT GRAND TOT	laterial ! t	0 00 18.055.50 0.00 0.00 16.088.60 0.00 1.930.51 18.019.21

Software Provider

. Toyota Motor Philippines Corporation

Software Provider
Address
Tax Identification No.

Toyota Motor Philippines Corporation
Sentia Rosa - Tagaytay Highway Santa Rosa City, Laguna, 4026
Software Name
Software Name
Software Name
Software Name
Software Name
Permit-to-Use (PTU) No. Date Issued Valid Until Series Range

SAP ECC-Dealer Business Management Version 8/EHP 7 0/SP09 1795_0124_PTU_CAS_000134 08/01/2017 07/31/2022 B1DA000001 - B1DZ999999



Request for quotation

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

Mon, Dec 14, 2020 at 4:20 PM

Bcc: FleetSERV INC <fleetservinc@gmail.com>, Service Department Toyota Pasig <tpg.servicedepartment@gmail.com>, Toyota Global City Service <service@toyotaglobalcity.com>, "Toyota Makati Inc." <nmambo@toyotamakati.com.ph>, Toyota Quezon Avenue <service@toyotaqa.com.ph>, Toyota Commonwealth Service <mrs@tcmi.ph>, Toyota Makati Service <gblegado@toyotamakati.com.ph>, Michael Falceso <falcesomichael02@gmail.com>, Jonathan Culla <jonathan.culla@toyotaotis.com.ph>, Marvin Rabino <marvinrabino27@gmail.com>, Leslie Santos <l.santos@toyotacubao.com.ph>, Lisette Ballesteros <lisette.ballesteros_1@toyotapasongtamo.com>, michael.falceso@toyotaotis.com.ph, Sherman Bob Caruana <s.caruana@toyotamanilabay.com.ph>, a.datuin@toyotaabadsantos.com.ph, VETTER TRADING <vettertrading@yahoo.com.ph>, "Eduardo Manginsay, Jr." <egmjtrading@gmail.com>, JR MARIÑAS <r.marinas@toyotamanilabay.com.ph>, gracejanahmae911@gmail.com, Beth Dela Cruz <bethdelacruz12@gmail.com>

Greetings!

May we request for quotation on the following:

Model: Toyota Innova ABE 1020 Engine number: 2KDU457657 Chassis number: KUN405103838

Parts only:

8 liters of Engine Oil (Fully Synthetic)

1 piece Oil Filter

1 bottle of Engine Flushing

1 piece of Fuel Filter

1 piece of Air Filter

1 piece of Drain plug washer

1 piece of Battery 2SMF

Thank you,



Marco A. David

Administrative Officer IV

Procurement Management Division - Administrative Service

Department of Budget and Management

Telephone: (+632) 8657-3300 local 3115 / 3117

Mobile: Smart (+63) 999-8733136

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

Website: www.dbm.gov.ph

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		PURCHASE REQUI	EST	<u>.</u> .	
		Department of Budget and M	anagement		
		Agency			
Department: Section:	DBM	PR No.: /2 C	92110	Date:	December 4, 2020
Jeenon.		SAI NO		Date:	······································
Stock No.	Unit	Item Description	Quantity	Unit Cost	Total Cost
	itrs	Oil (fully synthetic)	8	450.00	3,600.00
	рс	Oil filter	1	200.00	200.00
	btl	Engine flushing	1	140.00	140.00
	рс	Fuel Filter	1	450.00	450.00
	рс	Air filter	1	450.00	450.00
	рс	Drain plug washer	1	100.00	100.00
	рс	Battery 2smf	1		-
				5,500.00	5,500.00
Purpose:	Parts a	and materials need for the preventive main for Toyota Innov	ntenance and a ABE 1020	replacement	of defective parts
		Requested by:		Approve	
Signature:		Offen		Im	Achilles Gerard C. Bravo 2020.12.04
Printed Name:		ARA JOY F. CRUZ	A	CHILLES GERAR	ID C. BRAVO
Designation		ADMINISTRATIVE ASSISTANT V		ASSISTANT SE	**

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

REQUISITION AND ISSUE SLIP

Entity Name:		ment of Budget and Managem		Fund Clu	ster:		
Division/Unit:	Office	of Assistant Secretary for Interna	l Management Group		Responsibi	lity Center	Code :
Office :	Office	of Assistant Secretary for Interna	Management Group		RIS No. :		
		Requisition		Stock A	vailable?		Issue
Stock No.	Unit	Description	QTY	Yes	No	QTY	Remarks
	ltrs	Oil (fully synthetic)	8				
	рс	Oil filter	1				
	btl	Engine flushing	1				
	рс	Fuel filter	1				
	рс	Air filter	1				
	рс	Drain plug washer	1				
	рс	Battery 2smf	1				
Purpose	:		the preventive maintenan	ce and replac	cement of de	fective part	ls for Toyota Innova ABE 1020
		Requested by: 😞	Approved by:		Issued by:		Received by:
ignature :		ahow	pr	Achilles Gerard C. Bravo 2020,12,04			,
rinted Name:		ARA JOY F. CRUZ	ACHILLES GERARD	C. BRAVO			ARA JOY F. CRUZ
esignation :		ADMIN. ASSISTANT V	ASSISTANT SECR	ETARY	·		ADMIN. ASSISTANT V
ate:	_	12/4/2020	12/4/2020				7.1511111.7.1001017AV1 V



GENERAL SOLANO STREET, SAN MIGUEL, MANILA

REQUEST FOR QUOTATION

COMPANY A TO A	10 TOR	PARTS	Date: 0 ~	17-2020
Tel: No. TATE Fax No. Email:	211-69	<u></u>		
APPROVED BU	DGET FOR T	HE CONTRACT (ABC):		
Please quote you	ur best offer fo	er the item/s listed below:		
YTITMAUQ	UNIT	ITEM/S	UNIT PRICE	TOTAL PRICE
<u></u>		Parts and materials need for the		
		preventive maintenance and		
		replacement of defective parts		
		for Toyota Innova ABE 1020		
8	ltrs	Oil (fully syntethic)	40.	3,600-
1	pc	Oil filter	7.00	
1	btl	Engine flushing	401	140-
1	рс	Fuel filter	1201	4:0:
1	pc	Air filter	180/	400.
1	pc	Drain plug washer	7,00-1	
1	pc	Battery 2smf	中午一个	at my the
			100134	
1				
*The above quote	ed prices are inc	lusive of all costs and applicable taxes.	TALL 8	10.440
		10	TAL: P 4	101 110
			Va b	
			Very trůly yours,	
Quoted by:			Canvassed by:	
PAUL M	· MARTE	ARBAS		
Printed Nam	e & Signature	. –	E	nd-User
SAUGE	MAN	¢		300 ioc 3115
	on/Title	 .		<u>@dbm.at v.ph</u>
Remarks				
· · · · ·				
		was a second		



DEPARTMENT OF BUDGET AND MANAGEMENT PRE-INSPECTION REPORT

20-1017

and Scope of Last Repair , if any : Replacement of Tire with balancing and w ints/Defects : Preventive maintenance (change oil) and components to be Repaired / Replaced: Change oil (Oil filter, Air filter, Fuel filter) a	Battery for replacement
Replacement of Tire with balancing and wonts/Defects: Preventive maintenance (change oil) and omponents to be Repaired / Replaced: Change oil (Oil filter, Air filter, Fuel filter) and selections of the control of th	Battery for replacement
Replacement of Tire with balancing and wonts/Defects: Preventive maintenance (change oil) and omponents to be Repaired / Replaced: Change oil (Oil filter, Air filter, Fuel filter) and selections of the control of th	Battery for replacement
nts/Defects: Preventive maintenance (change oil) and omponents to be Repaired / Replaced: Change oil (Oil filter, Air filter, Fuel filter) a	Battery for replacement
omponents to be Repaired / Replaced: Change oil (Oil filter, Air filter, Fuel filter) a	ind battery
Preventive maintenance (change oil) and omponents to be Repaired / Replaced: Change oil (Oil filter, Air filter, Fuel filter) and its / OBSERVATIONS: For PMS Change oil and repalcement of 2.	ind battery
omponents to be Repaired / Replaced: Change oil (Oil filter, Air filter, Fuel filter) a S / OBSERVATIONS: For PMS Change oil and repalcement of 2.	ind battery
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Change oil (Oil filter, Air filter, Fuel filter) a SS / OBSERVATIONS: For PMS Change oil and repalcement of 2.	
Change oil (Oil filter, Air filter, Fuel filter) a SS / OBSERVATIONS: For PMS Change oil and repalcement of 2.	
is / OBSERVATIONS: For PMS Change oil and repalcement of 2.	
For PMS Change oil and repalcement of 2.	yrs old battery
For PMS Change oil and repalcement of 2.	yrs old battery
For PMS Change oil and repalcement of 2.	yrs old battery
	•
	s.
	·
	Michael Dennis Chozas
	Property Inspector
	Data : 40/47/2000
	Date : 10/17/2020
·	
•	
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DEPARTMENT OF BUDGET AND MANAGEMENT DIAGNOSTIC CRECK LIST FOR VEHICLE CONDITION, MAINTENANCE AND SAFET!

Driver Eymano	Drm	Date Inspected:	Oct. 15-2020
Type of Vehicle: TOUTH			PANSON PAULINIO
Plate Number: M3F 1622		Kilometer Reading/Mileage:	
UNDER HOOD 1 Oil filter / Oil level 2 Coolant Condition /Level 3 Brake Fluid 4 Clutch Fluid 5 Power Steering Fluid 6 Battery 7 Air Filter 8 Fuel Filter 9 Belts 10 Radiator 11 Hoses	Pass Fail	INTERIOR 30 Hand Brake 31 Steering Play 32 Brake Operation 33 Clutch Operation 34 Horn/Radio/Gauge 35 Wipers and Washer 36 Seat/Belts/Mirrors 37 A/C Operation 38 Doors/Glasses/Lights 39 Seat Cover 40 Floor Matting 41 Over All Cleanliness	Pass Fail
EXTERIOR 12 Headlights 13 Park lights 14 Brake Lights 15 Tail lights 16 Signal Lights 17 Plate Lights 18 Antenna 19 Doors/Hinges/Locks/Handles	Pass	UNDER CHASSIS 42 Shock Absorbers 43 Suspension 44 Steering /Mount/Transmi 45 CV Boots/Axles/Bearings 46 U-Joints/Driveshaft/Differ	Pass Fail Pass Fail ssion Pass Fail Pass Fail
20 Windshield/Glasses 21 Side Mirror TOOLS AND OTHERS	Pass Fail	47 Pad 48 Shoe 49 Rotor disc	Pass Fail Pass Fail Pass Fail
22 Jack with Handle 23 Tire Wrench 24 Plier 25 Open Wrench 8/10 26 Open wrench 12/14 27 Screw Driver 28 Philip Screw 29 Early Warning Device	With W/out	TIRES 50 Spare Tire 51 Tire Pressure 52 Wear Pattern	Pass Fail Pass Fail Pass Fail
REMARKS: (1) 010 7 A1R 8 FUE 6 BATT	FILTER / FO	K IAE PKEVENTIYE	FPLACE MAINTENANCE REPLACEMENT

ilse lea
DEPARTMENT OF BUDGET AND MANAGEMENT TOYOTA (NEW ADMINISTRATIVE SERVICE MOTORPOOL JOB REQUEST FORM JRF No: Date: OCT - C 2626
MOTOR VEHICLE ASSIGNED TO AST - (4. BILAW)
NATURE OF REQUEST: Complite Service Change Tire Others (specify) SCUTDULF FOR Aircon Cleaning Aircon Repair DEVENTUE MATINTENATIVE Change Battery Engine Repair 2 415. DW 24152M
Requested by: Eymand G. Tam Approved by:
Administrative Officer / Driver Bureau/Service/Office Head
To be filled by Motorpaol Unit:
Date of Motor Vehicle Evaluation: INITIAL FINDINGS/WORKS TO BE DONE: COMPLETE ENGINE SERVICE AND REPLACEMENT OF NECESSARY PARTS FOR PREVENTIVE MAINTENANCE /
Part(s) Recommended to be replaced, if any:
Quantity Parts Name / Description OIL FILTER AIR FILTER FUEL FILTER DRAIH PLUG GASKET BATTERY

APPROVED DO

EDDIESONIA. EDRTUNA

Administrative Assistant V

: NEL CHION

Revised March 2018

Administrative Aide VI

FVALUATED BY:

DEPARTMENT OF BUDGET AND MANAGEMENT

Vehicle Record

Vehicle Price:

P 1,001,027.79

Unit Description: TOYOTA INNOVA 2.5 E DLS / 2014

Date Aquired:

January 23,2014

End-User:

Asec. Bravo

Red Plate:

SHR 900

Security Plate: ABE 1020

Engine No.

2KDU457657

Chassis No.

KUN405103838

Date	Work / Repair Done	Amount	Total
2014			
27-Jan	Installation of Rain Gutter	2,000.00	·
27-Jan	Installation of Alarm	5,900.00	
07-May	1,000 km check-up	5,079.98	
03-Jun	5,000 km check up	5,080.01	
17-Oct	10,000 complete engine service	4,768.00	
2015		1,700.00	
21-Mar	20,000 km checkup	12,064.00	
18-Aug	interior detailing	2,750.00	
18-Aug	replacement of clutch component	2,730.00	16,230.00
28-Sep	aircon cleaning	5,500.00	10,230.00
14-Dec	change oil	3,933.00	
2016	orange on	3,955.00	
30-Mar-16	replacement of 2smf battery	6,172.00	
29-Jun-16	complete engine service	5,268.00	
11-Jul	replacement of 4 tires w/ camber and wheel alignment	20,600.00	
05-Oct-16	emergency replacement of brake pad		2,066.00
15-Dec	change oil	4,282.00	 -
2017			
23-Aug	45,000 km check-up aircon cleaning and replacement of abs brake sensor	23,762.50	10,000.00
19-Dec	complete engine service	4,284.00	
2018		, , , , , , , , , , , , , , , , , , , ,	··
22-Feb	replacement of 2smf battery	6,980.00	
23-Jul	change oil	4,369.00	
11-Dec	Replacement of Clutch component	14,503.50	
2019			
28-Feb	brake light bulb		100.00
28-Jun	complete engine service	5,884.00	100.00
12-Dec	repalacement of 4 tires with camber, wheel alignment and alancing	3,0000	· · · · · · · · · · · · · · · · · · ·
2020	, and did to the		
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GENERAL SOLANO STREET, SAN MIGUEL, MANILA

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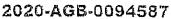
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FROM	TO	REMARKS
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OAACE	PMD	FAA. deeper thenk you. OCT 2.9 2020
PMD	ONACE	FRA, please thank ym. OCT 29 2020 Please attack algued pierokan Regnert 0322-0 ok
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		by MEC. GRAND FOR MYREFRAME METION. THEORES! PNO BECANNED:
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PMO		
(051)	MACB	PLEASE PROMPE PURCHASE PERCHEST MONIUML, "THANICS
OAACB	G G D	PLEASE SEE ATTHCHED MITHUAL PORCHASSE KEWEST. FITA, PLS. THANK YOU'S
650	PIND	FAA
		Hi majan mi, we have posted the
Mark I of Hard high a coloring we sprong participate about the same		consolidated RFQ For MV
Beddilikonomonomolyksika omnyo yye nyoyesa siribisadada ada .		Repair & maintenance. Kindly
in Madelina to Management has an appeal of the following	:	recommend to US strategy for
		this considering progrement
		timeline.
	1	TU Jones Lipho
		It, Ms. Jope. Ic it possible to still post this of
	S. S	Use the same RFQ trom the posted MV? Thank you!
	FROM AS OAACE FMD LTHICE PMD PMD (aSI) OAACB	- PERSONAL D FITLE GSD PREVENT ABE 1020 FROM TO AS Odessa Ann Tag uibao OAACE PMD PMD OAACB TARCE PMD FMD OAACB TARCE PMD OAACB CARCE GGO

ADMINISTRATIVE SERVICE (PROCUREMENT MANAGEMENT DIVISION and GENERAL SERVICES DIVISION)

CHECKLIST OF DOCUMENTS	REMARKS
thecklist of documents forwarded to Finance Se	ervice for:
. FUNDING (OBLIGATION AND CAF)	
I. Purchase Request/ APP	<u> 1200, 11 </u>
2. Pre-Inspection Report	
Obligation Request and Status	
4. S Eligibility Documents of Suppliers	
5. Purchase Order/Contract	(kno-ce)
Request for Price Quotation	
Abstract of Quotation	
B. Notice of Award	
O. Notice to Proceed	
0. Distribution List	
1. Other Documents, if any.	
Received checked items:	
Print Name & Signature	Date and Time
B. PROCESSING OF PAYMENT (DV)	
Obligation Request and Status	
3. Pre-Inspection Report	
4. Inspection and Acceptance Report	
5. Delivery Receipt	
6. Sales Invoice/Statement of Account	
7. Warranty/Guaranty Certificate	
8. Purchase Request / APP	
9. Purchase Order/Contract	
0. Request for Price Quotation	
11. Abstract of Quotation	
12. Notice of Award	
13. Notice to Proceed	
4. Distribution List	
15. Certificate of Acceptance from End-user	
6. RSMI (Report of Supplies and Materials Issued)	
7. RIS (Requisition and Issue Slip)	
8. ICS (Inventory Custodian Slip)	1
9. PAR (Property Acknowledgement Receipt)	
20. WMR (Waste Material Report)	
21. Other Documents, if any.	
Received checked Items:	
Print Name & Signature	Date and Time
C. ADDITIONAL DOCUMENTS, if any	