

# WORK ORDER

OFFICE OF CIVIL DEFENSE

Agency / Procuring Entity

Supplier : Carsan Auto Service and Trading Center 21 Crisostomo St, Bo. Mayamot Antipolo City E-mail Address : <a href="mailto:carsan_auto2@yahoo.com">carsan_auto2@yahoo.com</a> Telephone No. : 650-7599 / 215-7700 TIN : 249-963-274-000	W.O. No. : CMS-WO-2019-071 Date : 17 May 2019 Mode of Procurement : Sec. 53.9 (Small Value Procurement)
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Gentlemen:  
 Please provide this office the following services subject to the terms and conditions contained herein:


Location of Service: Office of Civil Defense, Camp General Emilio Aguinaldo, Quezon City	Delivery Term: 20 days upon issuance of NTP Payment Term: 30 Working Days
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LOT NO.	UNIT	ITEM/DESCRIPTION	QTY	UNIT COST	AMOUNT
1		Provision of Labor and Materials for Maintenance of OCD Vehicle (Toyota Grandia Plate No. SJA - 748  <b>Scope of Work:</b>  Pull down transmission assy & replacement of defective clutch component for the repair and maintenance of OCD Vehicle Toyota Hi - Ace Grandia with plate no. SJA - 748  <b>PARTS and MATERIALS TO BE SUPPLIED</b>  Pressure Plate - original Clutch Disc - original Release Bearing - original Pilot Bearing - original Cranshaft Oil Seal - original Wurth Cleaner Reface Flywheel  <b>Terms and Condition:</b>  **Parts must be brandnew **At least 7 days warranty for parts and services (if necessary) ** Must accept Send Bill Policy Arrangement	1		
				<b>TOTAL COST</b>	<b>P 26,000.00</b>

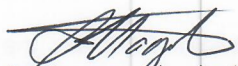
(Total Amount in Words): TWENTY SIX THOUSAND PESOS ONLY


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

Very truly yours,

  
**USEC RICARDO B. JALAD**  
 Administrator

Conforme:

  
**RODDERICO R. MAGAT**  
 Signature over pined name of Supplier  
May 12 2019  
 Date

Funds Available:   
**LALAIN NEGESARIO BARROGA**  
 Chief, Accounting Section

OBR No. : 02-101101-2019-06-0151  
 Amount : PHP 26,000.00

