	OFFICE OF CIVIL DEFENSE	Document Code	QF-IPD-01
	Quality Form	Revision No.	0
	Work Order	Effectivity Date	2019.08.16
Page No.		1 of 1	
Supplier	HSH Auto Rebuilders	W.O. No.	CMS-WO-20-249
Address	64 Road 2, Barangay Bagong Pagasa, Quezon City	Date	17 August 2020
E-mail Address	hshautorebuilder@yahoo.com.ph	Mode of Procurement	Section 53.9 (Small Value Procurement)
Tel. No.	7618-4797 / 8529-5958	TIN	133-813-585-000

Gentlemen:
Please provide this office the following services subject to the terms and conditions contained herein:

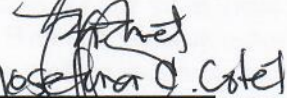
Location of Service:	Office of Civil Defense, Camp General Emilio Aguinaldo, Quezon City	Delivery Term:	Fifteen (15) Calendar days from Work Order (WO) and Notice to Proceed (NTP)
		Payment Term:	30 Working Days

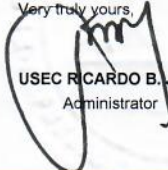
LOT NO.	UNIT	ITEM/DESCRIPTION	QTY	UNIT COST	AMOUNT																					
		Repair of OCD Vehicle - Toyota Land Cruiser with Plate No. NIM-504																								
		Materials:			146,750.00																					
		<table border="1"> <thead> <tr> <th>QTY.</th> <th>Unit</th> <th>Item</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>set</td> <td>Automatic Transmission Rebuilding Kit</td> </tr> <tr> <td>1</td> <td>pc</td> <td>Automatic Transmission Fluid Strainer</td> </tr> <tr> <td>12</td> <td>liters</td> <td>Automatic Transmission Fluid</td> </tr> <tr> <td>3</td> <td>liters</td> <td>Gear Oil</td> </tr> <tr> <td>1</td> <td>pc</td> <td>Torque Converter</td> </tr> <tr> <td>1</td> <td>lot</td> <td>Consumables</td> </tr> </tbody> </table>	QTY.	Unit	Item	1	set	Automatic Transmission Rebuilding Kit	1	pc	Automatic Transmission Fluid Strainer	12	liters	Automatic Transmission Fluid	3	liters	Gear Oil	1	pc	Torque Converter	1	lot	Consumables			
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1	pc	Torque Converter																								
1	lot	Consumables																								
		Labor:			32,000.00																					
		<ol style="list-style-type: none"> Remove all parts necessary to give way to repairs and overhauling of automatic transmission Pull down transmission, replace rebuilding kit, replace torque converter, change transmission fluid and oil strainer Replace transfer case gear oil Repack silicon oil on radiator clutch fan drive ECU scanning and resetting 																								
		Terms and Conditions: - Delivery Site: OCD, Camp general Emilio Aguinaldo, Quezon City - Delivery Period: 15 Calendar days from WO and NTP - Price: Inclusive of VAT and other fees/charges - Warranty: Six (6) Months on parts & workmanship - All replacement materials must be Original Toyota Parts - Submission of Waste Material Report - Send Bill Arrangement																								
		*** nothing follows ***																								
		TOTAL COST			P178,750.00																					

(Total Amount in Words): ONE HUNDRED SEVENTY EIGHT THOUSAND SEVEN HUNDRED FIFTY 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.

Conforme:


 Signature over printed name of Supplier
 Date 9/10/2020

Very truly yours,

USEC RICARDO B. JALAD
 Administrator



Funds Available: LALAIN NECESARIO BARROGA Chief, Accounting Section

OBR No.: 02-101101-7020-08-0107

Amount: P 178,750.00