



OFFICE OF CIVIL DEFENSE

Document Code

QF-IPD-01

Quality Form

Revision No.

0

Effectivity Date

2019.08.16

Work Order

Page No.

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Supplier	Toyota Manila Bay Corporation	W.O. No.	CMS-WO-19-186
Address	926 Aurora Blvd., San Roque, Quezon City	Date	October 18, 2019
E-mail Address	L.santos@toyotacubao.com.ph	Mode of Procurement	53.9 (Small Value Procurement)
Tel. No.	981-6168 / 0917 879 2366	TIN	004-676-716-000

Gentlemen:

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

Location of Service:	Toyota Cubao	Delivery Term:	60 days upon receipt of Notice of Award
		Payment Term:	30 Working Days

LOT NO.	UNIT	ITEM/DESCRIPTION	QTY	UNIT COST	AMOUNT
1		<p>To Provide Labor and Materials for the Repair and Maintenance of One (1) unit OCD vehicle Toyota Land Cruiser with plate no. NIM 504</p> <p>Scope of Work</p> <p>A. Under Chasis Repair</p> <ol style="list-style-type: none"> 1. Replacement of Break Pad / Rotor Disc 2. Replacement of Front Wheel breaking, Rack end / Tie Rod 3. Replacement of Front Drive Sharp Assy., Front Shaft Oil Seal, Drive Shaft lock, Drive Shaft Snap ring set 4. Wheel Alignment <p>B. Engine Repair</p> <ol style="list-style-type: none"> 1. Replacement of Valve Cover Gasket 2. Replacement of Drive Belt 3. Replacement of Timing Belt, Belt tensioned, Crankshaft Oil, Seal and Idler Bearing 4. Engine Change Oil 5. Re-Application / Tester (For Engine Diagnose) <p>C. Parts and Materials to be Supplied:</p> <ul style="list-style-type: none"> • Front Break Pad kits (L/R) • Front Rotor Disc (L/R) • Valve Cover Gasket #1 & #2 • Bulbs (Plate, Park, Signal) 6pcs • Front Wheel Bearing (Inner) (L/R) • Front Wheel Bearing (Outer) (L/R) • Rack End (L/R) • Tie Rod End (L/R) • Drive Belt • Timing Belt • Belt Tensioner • Crankshaft Oil Seal • Crankshaft Oil Seal • Idler Bearing No.1 & No.2 • Front Drive Shaft Assembly (Left Only) • FRT Drive Shaft Oil Seal (L) • FRT Drive Shaft Oil Seal (R) • Drive Shaft Lock • Drive Shaft Snap Rings set • Battery • Engine Oil • Engine Oil Filter • Fuel Filter • Air Filter • Drain Plug Gasket • Engine Flush • Injector Cleaner 			260,320.21



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		<ul style="list-style-type: none"> • Engine Treatment • Fuel Treatment • Brake Paste / Lube • Break Stop Squeal 0.5 • Grease • Miscellaneous Materials (Environmental Fee) <p>*Warranty and Condition: One (1) year warranty on Parts and Services within 20,000 km mileage upon release of the vehicle.</p> <p>*Payment: Must accept SEND BILL policy as payment for services</p> <p>*** nothing follows ***</p>			
TOTAL COST					₱260,320.21

(Total Amount in Words): **TWO HUNDRED SIXTY THOUSAND THREE HUNDRED TWENTY AND 21/100 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.

Conforme:

Leslie Santos 11/08/19
 Signature over printed name of Supplier

Date

Very truly yours,

[Signature]
USEC RICARDO B. JALAD
 Administrator

Funds Available:

[Signature]
LALAIN NECESARIO BARROGA
 Chief, Accounting Section

OBR No. :
 Amount :

02-101015-2019-10-0301
 260,320.21

