



Republic of the Philippines
DEPARTMENT OF TRANSPORTATION AND COMMUNICATIONS

JOB ORDER NO. DOTC-MV-018-16
 June 8, 2016

DOUBLE 'R' MOTOR WORKS
 #29 E. Manalo Sto. Niño, Marikina City

DOTC
OFFICE OF THE AUDITOR

RECEIVED

BY: Heil DATE: 6-22-16

GENTLEMEN:

Pursuant to **BAC-Resolution No. S-GS-AMP-2016-36** dated April 2016, recommending the award of contract for the repair/servicing of **Nissan Power Eagle Pick-up** with Plate No. **SEG-884** assigned to **Ms. Pedrita Heloisa B. Pre**, Chief, General Services Division, please undertake the immediate repair/service of said vehicle within five (5) working days upon receipt hereof.

SCOPE OF WORKS

LABOR:

- Repair and repaint rear bed flooring ----- 20,000.00

Total P 20,000.00

(AMOUNT: TWENTY THOUSAND PESOS ONLY)

It is understood that payment will be effected only after such repair/service shall have been satisfactorily rendered and accepted by this Office, subject however to the usual inspection and verification by the Management Division or its duly authorized representative, whether or not the work performed is in accordance with the specification hereof.

Very truly yours,

ATTY. ZENAÍDA B. BITENG
 OIC, Office of the Director, PSPMS

Recommending Approval:

ATTY. CAMILLE R. ALCARAZ
 Assistant Secretary for Procurement

COE (MOTR) 16-06-01030
 FUNDS AVAILABLE: 20,000.00

EDNA C. TAPAR
 Chief, Accounting Division

Approved:

ATTY. CATHERINE P. GONZALES
 Undersecretary for Administration and Procurement