



Republic of the Philippines  
**DEPARTMENT OF TRANSPORTATION AND COMMUNICATIONS**

**JOB ORDER NO. DOTC-MV-080-15**  
 March 23, 2016

**DOTC**  
**OFFICE OF THE AUDITOR**

**CARTECH MOTOR WORKS**  
 146 Scorpio St. Villarica Subd., Sto. Domingo, Cainta, Rizal

**RECEIVED**

GENTLEMEN:

BY: *[Signature]* DATE: 4/27/16

Pursuant to **BAC-Resolution No. S-GS-AMP-2016-22** dated July 2015, recommending the award of contract for the repair/servicing of **Toyota Hi-lux** with Plate No. **SFU-787** assigned to **Mr. Romualdo L. Cervantes**, Project Manager for Real State Development Project MRT-7 Project Management Service (PMS), please undertake the immediate repair/service of said vehicle within five (5) working days upon receipt hereof.

**SCOPE OF WORKS**

**LABOR:**

- A/C cleaning	----	2,500.00 ✓
- Replace timing belt	----	2,800.00 ✓
- Wheel alignment	----	2,000.00 ✓
- Replace idler arm	----	800.00 ✓
- Replace & repack wheel bearing - L/R	----	2,500.00 ✓
- Replace speedometer cable	----	600.00 ✓
- Overhaul brake system	----	1,800.00 ✓
- Machine shop - reface brake disc - 2 pcs.	----	3,000.00 ✓

**PARTS:**

1 pc.	Expansion valve	----	1,400.00 ✓
1 pc.	Drier	----	950.00 ✓
2 lbs.	Freon w/ oil	625.00/lb.	1,250.00 ✓
¼ pint	Flushing oil	----	500.00 ✓
1 pc.	Timing belt - orig	----	2,900.00 ✓
1 pc.	Idler arm	----	3,000.00 ✓
2 pcs.	Wheel bearing	600.00/pc.	1,200.00 ✓
1 can	Grease	----	300.00 ✓
1 pc.	Speedometer cable	----	1,100.00 ✓
1 pc.	Brake pad	----	1,600.00 ✓
1 pc.	Brake shoe	----	2,000.00 ✓
1 btl.	Brake fluid	----	200.00 ✓

**Total P 32,400.00**

**(AMOUNT: THIRTY TWO THOUSAND FOUR HUNDRED 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,

*[Signature]*  
**ATTY. ZENAIDA B. BITENG**  
 OIC, Office of the Director, PSPMS

COE (MOOE) 16-04-00600  
 FUNDS AVAILABLE: 32,400.00  
*[Signature]*  
**EDNA C. TAPAR**  
 Chief, Accounting Division

Recommending Approval:  
*[Signature]*  
**ATTY. CAMILLE R. ALCARAZ**  
 Assistant Secretary for Procurement

Approved:  
*[Signature]*  
**ATTY. CATHERINE B. GONZALES**  
 Undersecretary for Administration and Procurement