



JOB ORDER NO. DOTC-MV-164-15

December 29, 2015

DOUBLE 'R' MOTOR WORKS

#29 E. Manalo Sto. Niño, Marikina City

OFFICE OF THE AUDITOR

RECEIVED

BY: Paul DATE: 3-2-16

GENTLEMEN:

Pursuant to **BAC-Resolution No. S-GS-AMP-2015-236** dated December 2015, recommending the award of contract for the repair/servicing of **Toyota Revo** with Plate No. **SHP-447** assigned to **Comm. Lyndon F. Latorre**, Project Director for PCG-PMO for the Maritime Safety Capability Improvement Project (MSCIP), please undertake the immediate repair/service of said vehicle within five (5) working days upon receipt hereof.

SCOPE OF WORKS

LABOR:

- Change oil/tune-up	----	700.00
- Clean and adjust brakes, replace front brake pads	----	700.00
Replace hyrauvac assy.	----	800.00
- Replace horn	----	400.00

PARTS:

6 ltrs.	Engine oil	220.00/ltr.	----	1,320.00 ✓
1 pc.	Oil filter		----	480.00
1 pc.	Air filter		----	650.00
1 pc.	Fuel filter		----	980.00
1 pc.	Hydrauvac assy.		----	5,500.00
1 set	Horn		----	1,600.00
1 set	Front brake pads		----	1,850.00

Total P 14,980.00

(AMOUNT: FOURTEEN THOUSAND NINE HUNDRED EIGHTY 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. ZENaida B. BITENG
OIC, PSPMS

COE (MOOE) 15-12-03089
FUNDS AVAILABLE: 14,980.00

EDNA C. TAPAR
Chief, Accounting Division

Recommending Approval:

ATTY. CAMILLE R. ALCARAZ
Assistant Secretary for Procurement

Approved:

ATTY. CATHERINE P. GONZALES
Undersecretary for Administration and Procurement