



Republic of the Philippines

DEPARTMENT OF TRANSPORTATION AND COMMUNICATIONS

DOTC

OFFICE OF THE AUDITOR

JOB ORDER NO. DOTC-MV-003-16

May 5, 2016

DOUBLE 'R' MOTOR WORKS

#29 E. Manalo Sto. Niño, Marikina City

RECEIVED

BY: [Signature] DATE: 5-7-16

GENTLEMEN:

Pursuant to **BAC-Resolution No. S-GS-AMP-2016-27** dated March 2016, recommending the award of contract for the repair/servicing of **Nissan Patrol** with Plate No. **SJN-878** assigned to **Assec. Dante M. Lantin**, Assistant Secretary for Administration, Comptrollership and MIS, please undertake the immediate repair/service of said vehicle within five (5) working days upon receipt hereof.

SCOPE OF WORKS

LABOR:

- Top overhaul engine	----	12,000.00
- Machine shop: re-surface cylinder head valve setting and clearance	----	9,700.00

PARTS:

1 pc.	Cylinder head gasket	----	4,800.00
4 pcs.	Injector oil seal	550.00/pc.	2,200.00
1 pc.	Manifold gasket	----	1,200.00
1 pc.	Valve seal	----	1,800.00
2 pcs.	Silicone gasket	150.00/pc.	300.00
1 pc.	Oil filter	----	780.00
2 pcs.	Fuel filter	1,380.00/pc.	2,760.00
10 ltrs.	Engine oil	220.00/ltr.	2,200.00

Total P 37,740.00

(AMOUNT: THIRTY SEVEN THOUSAND SEVEN HUNDRED FORTY 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) 16-05-00763
FUNDS AVAILABLE: 37,740.00

[Signature]
EDNA C. TAPAR
Chief, Accounting Division

Recommending Approval:

[Signature]
ATTY. CAMILLE R. ALCARAZ
Assistant Secretary for Procurement

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