



Republic of the Philippines
DEPARTMENT OF TRANSPORTATION AND COMMUNICATIONS

JOB ORDER NO. DOTC-MV-139-15
 December 18, 2015

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

DOTC
OFFICE OF THE AUDITOR
RECEIVED
 BY: *[Signature]* DATE: 1-19-16

GENTLEMEN:

Pursuant to **BAC-Resolution No. S-GS-AMP-2015-207** dated November 2015, recommending the award of contract for the repair/servicing of **Toyota Corolla Altis** with Plate No. **SLA-766** assigned to **Ms. Loida Fe A. Torrecampo**, Chief Administrative Officer of the Treasury Division, please undertake the immediate repair/service of said vehicle within five (5) working days upon receipt hereof.

SCOPE OF WORKS

LABOR:

- Replace camshaft gear sprocket	----	900.00
- Replace water inlet	----	400.00
- Replace brake pad & brake shoe	----	1,200.00

PARTS:

1 pc.	Camshaft gear sprocket	----	6,500.00
1 pc.	Water inlet	----	900.00
1 set	Brake pad	----	1,600.00
1 set	Brake shoe	----	1,500.00
1 btl.	Brake fluid	----	200.00

Total P 13,200.00

(AMOUNT: THIRTEEN THOUSAND TWO 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, PSPMS

COE (MOOE) 15-12-03018
 FUNDS AVAILABLE: 13,200.00

[Signature]
EDNA C. TAPAR
 Chief, Accounting Division

Recommending Approval:

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

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