

TERMS OF REFERENCE

Preventive Maintenance and Repair of PHILGUARANTEE Service Vehicle:
2005 Isuzu Crosswind, M/T, and diesel with plate number ZAL 437

I. SCOPE OF WORK

- a) Labor: For Kilometer Checkup: Change oil and Tune up; Check all brakes: Clean and adjust all brakes, Replace all belts, Machine Shop job: Refacing Brake drum, Check all busted lights including headlight, Check and replace horn;
- b) Provide the following: Oil filter (1pc), Motor oil (6L), Fuel filter (1pc), Air cleaner (1pc), Brake pad (1set), Brake shoe (1set), Alternator belt (1pc), Aircon belts (2pcs), Aircon pulley assembly (1pc), Bulbs (6pcs), Crystal bulbs (2pcs), Horn (1set), Autowire (5meters), Relay with socket (1pc);
- c) Provide the required parts and supplies for the above Scope of Works.

II. **TERMS OF DELIVERY:** 15 calendar days upon receipt of Job Order.
(Delivery of repaired vehicle should be on business days only)

III. **TERMS OF PAYMENT:** 30 calendar days from receipt of billing.

IV. APPROVED BUDGET FOR THE CONTRACT (ABC):

The Approved Budget for the Contract is **Thirty Thousand Twenty Pesos only (P30,020.00)**, inclusive of all applicable taxes, chargeable against the Corporate Operating Budget for CY 2022.

Prepared by:



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