



TERMS OF REFERENCE

Repair of PHILGUARANTEE Service Vehicle:
2008 Toyota Vios, M/T Gasoline with plate number SJA 799

I. SCOPE OF WORK

- a) Labor: Sliding clutch: Replace defective parts, Check, clean and adjust brakes;
- b) Provide the following: Brake pads (1 set), Brake shoe (1 set), Brake fluid (1L), Clutch disc (1pc), Pressure plate (1pc), Release bearing (1pc), Gear oil (2L), Transmission oil (2L); and
- c) Provide the required parts and supplies for the above Scope of Works.

II. TERMS OF DELIVERY: 30 calendar days upon receipt of Notice to Proceed.
(Delivery of repaired vehicle should be on business days only)

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

IV. WARRANTY PERIOD: 60 days upon completion of Job Order.

V. APPROVED BUDGET FOR THE CONTRACT (ABC):

The Approved Budget for the Contract is **Twenty-Three Thousand Pesos only (P23,000.00)**, inclusive of all applicable taxes, chargeable against the Corporate Operating Budget for CY 2023.

Prepared by:

EARL TIMOTHY C. MOJICA
Procurement Officer II
Facilities and Maintenance Division

Reviewed by:

ARIES JOSEPH R. LEYNES
Officer-in-Charge
Facilities and Maintenance Division

Approved by:

MARVYN ANTHONY C. GALANG
Vice President
Facilities and General Services Department

Conforme:

Printed Name and Signature of Bidder:
Date

