



Supplier	C and S Automotive Service and Trading Center Co.	P.O. No.	CMS-PO-0321-090
Address	130 Road 1, Bagong Pagasa, Quezon City	Date	05-Mar-21
E-mail Address	cnsastr0110@yahoo.com	Mode of Procurement	Section 53.9 (Small Value Procurement)
		TIN	

Gentlemen:
Please provide this office the following services subject to the terms and conditions contained herein:

Location of Service:	OCD Central Office, Camp General Emilio Aguinaldo, Quezon City	Delivery Term:	Thirty (30) working days upon receipt of Notice to Proceed (NTP)
		Payment Term:	Send Bill Policy

LOT NO.	UNIT	ITEM/DESCRIPTION	QTY	UNIT COST	AMOUNT
I.		Repair and Replacement of parts of OCD Vehicle Toyota Hilux SHY 431			
		Scope of Work:			
	lot	A. Pull down transmission and reface flywheel assy	1	11,000.00	11,000.00
	lot	B. Replace front brake pads	1	1,200.00	1,200.00
	lot	C. Replace left and right shock absorbers, valve cover gasket and fuel injector seal	1	3,800.00	3,800.00
		Parts/Materials:			
	pc	Clutch disc	1	3,780.00	3,780.00
	pc	Pressure plate	1	4,320.00	4,320.00
	pc	Release bearing	1	2,600.00	2,600.00
	pc	Pilot bearing	1	1,200.00	1,200.00
	pc	Rear crankshaft oil seal	1	3,800.00	3,800.00
	liters	Gear oil	3	400.00	1,200.00
	set	Front brake pads	1	3,300.00	3,300.00
	pcs	Rear shock absorbers	2	4,000.00	8,000.00
	pc	Valve cover gasket	1	1,800.00	1,800.00
	pc	Injector seal	1	2,800.00	2,800.00
		Terms and Conditions:			
		A. The period for correction of defects in the warranty period is a maximum of thirty (30) days from receipt of notice of defects from the Procuring Entity			
		B. Price inclusive of taxes, labor cost and other expenses			
		C. All replacement parts must be original Toyota parts			
		D. Terms of Payment: Send bill Policy			
		E. Completion Date: Thirty (30) Working days upon receipt of NTP			
		F. Delivery Site: OCD Central Office, CGEA			
		G. Warranty on parts and services is sixty (60) calendar days			
		***** NOTHING FOLLOWS *****			
				TOTAL COST	P48,800.00

(Total Amount in Words): FORTY EIGHT THOUSAND EIGHT HUNDRED PESOS ONLY

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one (1) percent for every day of delay shall be imposed.

Conforme: **JOSEFINA CRUZ COLET**
General Manager
C and S Automotive Service
And Trading Center Co.

Signature over printed name of Supplier: *[Signature]*
Date: April 15, 2021

Very truly yours,
USEC RICARDO B JALAD
Administrator

Funds Available: **LALAIN NECESARIO BARROGA**
Chief, Accounting Section

OBR No.: 02-10101-2021-03-0049
Amount: 48,800.00