

## TERMS OF REFERENCE

Preventive Maintenance and Repair of Philguarantee Service Vehicle:  
2009 Toyota Innova, G, M/T, Gasoline, with plate number SJP 412

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### I. SCOPE OF WORK

- a) Labor: PMS Tune up and Change oil, Noisy underchassis, Replace axle bearing, Machine shop job: Press in and press out, and Camber alignment;
- b) Provide the following: Spark plug (4pcs), Oil filter (1pc), Air cleaner (1pc), Engine oil (5L), Fuel filter (1pc), Tie rod end (2pcs), Tie rod bar (2pcs), Stabilizer link assy. (2pcs), Clamp bushing (2pcs), Upper ball joint (2pcs), Lower ball joint (2pcs), Upper suspension bushing big (4pcs), Lower suspension bushing big (2pcs), Lower suspension bushing small (2pcs), Front shock absorber (2pcs), Wheel bearing (2pcs), Axle bearing (2pcs), Axle oil seal (2pcs), Axle lock (2pcs), Coil spring filter (2pcs);
- c) Provide the required parts and supplies for the above Scope of Works.

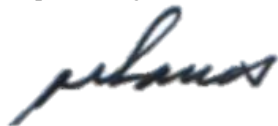
II. **TERMS OF DELIVERY:** 15 calendar days upon receipt of Job Order.  
(Delivery of repaired vehicle should be on Business Days only)

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 **Seventy-One Thousand Nine Hundred Pesos only (₱71,900.00)**, inclusive of all applicable taxes, chargeable against the Corporate Operating Budget for CY 2021.

Prepared by:



**ARTURO E. BARRIOS**  
Administrative Officer III

Reviewed by:



**MARVYN ANTHONY C. GALANG**  
Administrative Officer V

Approved by:



**ROSEMARIE N. PRINCIPE**  
Vice President  
Facilities and General Services Department