

TERMS OF REFERENCE

Preventive Maintenance and Repair of PHILGUARANTEE Service Vehicle:
2003 Toyota Revo, M/T, diesel with plate number SGZ 133.

I. SCOPE OF WORK

1. Labor: For Kilometer Checkup tune up and change oil; Check brakes: Replace front disc pad and brake shoe; Check aircon system: Pull down dashboard panel to give way for repair/check evaporator condenser, flushing and vacuum, cleaning of all lines, full charge of Freon gas and change oil of compressor; Check and replace clutch master and secondary clutch; Replace LH and RH wiper blades;
2. Provide the following: Oil filter (1pc), Fuel filter (1pc), Air cleaner (1pc), Engine oil (7L), Disc pad (1set), Brake shoe (1set), Brake fluid (1L), Brake master (1pc), Brake valve (1pc), Filter drier (1pc), Expansion valve front (1pc), Expansion valve rear (1pc), Assorted O ring (1lot), Nitrogen and degreaser (1lot), Full charge of Freon gas (1lot), Evaporator (1pc), Hub pulley assy. (1set), Primary clutch master (1pc), Secondary clutch (1pc), Release bearing (1pc), Pilot bearing (1pc), Clutch disc (1pc), Pressure plate (1pc), Wiper blades (2pcs), Flushing (1pc), Compressor oil (1pc), and Silicon oil (5pcs);
3. Provide the required parts and supplies for the above Scope of Works.

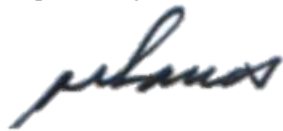
II. **TERMS OF DELIVERY:** 15 calendar days upon receipt of Job Order.
(Repaired vehicle should be delivered on Business Days only)

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-Seven Thousand Nine Hundred Ninety Pesos only (₱77,990.00)**, inclusive of all applicable taxes, chargeable against the Corporate Operating Budget for CY 2021.

Prepared by:



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Reviewed by:



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