

## TERMS OF REFERENCE

Preventive Maintenance and Repair of PHILGUARANTEE Service Vehicle:  
2015 Nissan X-Trail A/T, Gasoline with plate no. NCJ 5442

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### I. SCOPE OF WORK

- a) Labor: Kilometer checkup, for change oil and tune up, check brakes, and replace, Noisy under chassis: Replace and install defective parts, For camber correction and alignment;
- b) Provide the following: Oil filter (1pc), Air cleaner (1pc), Engine oil (6L), Front brake pad (1pc), Rear brake pad (1pc), Tie rod end (2pcs), Tie rod bar (2pcs), Clamp bushing (2pcs), Lower suspension assy. (2pcs), Stabilizer link assy. (2pcs); and
- c) Provide the required parts and supplies for the above Scope of Works.


**II. TERMS OF DELIVERY:** 30 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.

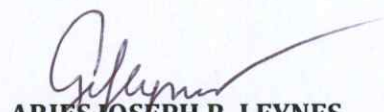
### IV. APPROVED BUDGET FOR THE CONTRACT (ABC):

The Approved Budget for the Contract is **Fifty Thousand Five Hundred Pesos only (P50,500.00)**, inclusive of all applicable taxes, chargeable against the Corporate Operating Budget for CY 2023.

Prepared by:

  
**EARL TIMOTHY C. MOJICA**  
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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: