

TERMS OF REFERENCE

- I. **PROJECT TITLE** : Vehicle Repair and Maintenance for Toyota Innova, SKR 910
- II. **DATE** : August 2023
- III. **LOCATION** : DOT Central Office
- IV. **PURPOSE/ OBJECTIVES** : To procure a service provider for the repair and maintenance of motor vehicle- Toyota Innova, SKR 910.
- V. **APPROVED BUDGET FOR THE CONTRACT** : P 106, 961.12

VI. SPECIFICATIONS:

Item Description	Quantity
Toyota Genuine Bactaklenz (7ML)	1 pc
Gas Injector Cleaner	1 pc
Toyota Genuine Gasoline Engine	1 pc
Gas Engine Decarb 4CYL	1 pc
Engine check Treatment	1 pc
Brake Paste	1 pc
Brake Cleaner	1 pc
Silicon Mould	1 pc
TGFS SN/CF 5W-30 1L	6 L
Plug Spark	4 pcs
Oil Filter IMV	1 pc
Gasket	1 pc
150,000 KM Check-up	3.200 hrs.
Valve	4 pcs
205/65 R15 94S A300 ASPEC YK	4 pcs
Silicon Mould	1 pc
Replace 4PCS Tires/ Tire	5.0 hrs
Replace Brake Pads/Brake Shoe	7.0 hrs
Shoe Kit, 254 LT W/O B	1 pc
Pad Kit, Disc Brake F	1 pc
Blade, RR Wiper	1 pc
MVP Wiper Blade	1 pc
MVP Wiper Blade	1 pc
Replace Front and Rear Wiper	1.2 hrs
Headlamp Assy, RH	1 pc
Headlamp Assy, LH	1 pc
Replace Left/ Right Headlamp	8.0 hrs
Wheel Alignment	3.750 hrs
Toyota Car Care	1.230 hrs
Toyota Genuine Engine Room	1 pc
Toyota Genuine Engine Room Coat	1 pc

Replace Battery	1.0 hr
Battery,80D26L	1 pc
Sublets	1 pc

VII. MINIMUM REQUIREMENTS

1. Must be accredited with the Philippine Government Electronic Procurement System (PhilGEPS);
2. Delivery 10 working days after the approved and funded PO (Purchase Order);
3. Must be willing to provide service on a send bill arrangement

VIII. BUDGET :

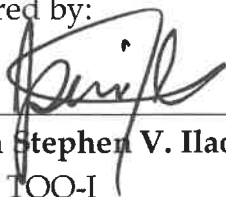
The total Approved Budget for the Contract is **ONE HUNDRED SIX THOUSAND NINE HUNDRED SIXTY-ONE PESOS AND 12/100 ONLY (P 106,961.12)**, including all applicable taxes, and should cover all requirements enumerated above. Expenses shall be chargeable against the approved Work and Financial Plan of the Office of Special Concerns (2022 Continuing Fund) subject to the usual accounting rules and regulations.

The winning bidder shall be determined based on the proposal with most advantageous package cost, provided that the amount of bid does not exceed the above total budget.

IX. CONTACT PERSON

Contact Person : **John Stephen Ila**
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Prepared by:



John Stephen V. Ila

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Approved by:



Atty. Annavie E. Bacomo-Lapitan

Director

Office of Special Concern