Department of National Defense
PHILIPPINE AEROSPACE DEVELOPMENT CORPORATION
PADC Hangar 2, General Aviation Area, Old Mia Road Pasay City, Philippines

23 March 2022

NOTICE TO PROCEED

CITIMOTORS, INC.
Pasong Tamo, Cor. Don Bosco Sts.
Pio Del Pilar, Makati

Dear Sir/Madam:

This is to inform you that Service Order L2022-03-0001 for the One (1) scheduled mandatory periodic maintenance (40,000KM Change Oil Service and checkup/replacement of wheel bearings) Mitsubishi L300 with conduction sticker number B6 K449 has been approved by the concerned authorities of the Philippine Aerospace Development Corporation in the total amount of **Nine Thousand Forty-One and 44/100 Pesos (PHP 9,041.44).**

Accordingly, you are hereby directed to commence delivery in accordance with the terms and conditions as stipulated in Service Order No. L2022-03-0001.

Please sign in the space provide at the bottom of this page to acknowledge receipt and acceptance of this notice.

Thank you.

Recommending Approval:

ANNIE N. BERSAMIRA
BAC, Chairperson

Approved by:

RAYMOND L. MITRA
Acting President and CEO

Conforme:

Printed Name and Signature

Date: 3/24/2022

21 March 2022

NOTICE of AWARD

CITIMOTORS, INC.
Pasong Tamo, Cor. Don Bosco Sts.
Pio Del Pilar, Makati

Dear Sir/Madam:

We are pleased to inform you that your offer for the One (1) lot of scheduled mandatory periodic maintenance (40,000KM Change Oil Service and checkup/replacement of wheel bearings) of the Mitsubishi L300 with conduction sticker number B6 K449 with a total amount of **Nine Thousand Forty-One and 44/100 Pesos (PHP 9,041.44)** inclusive of appropriate taxes and fees, being the Single Calculated and Responsive Quotation, has been accepted pursuant to BAC Resolution for NOA No. 2022-001.

If you agree with the contract award, please sign in the space given below to acknowledge receipt and acceptance of this notice. You may retain a copy and return the original copy as soon as possible to this office.

Very truly yours,

RAYMOND L. MITRA
Acting President and CEO

Conforme:

MELVIN SEBASTIAN
Printed Name and Signature

Date: 3/21/22

Contact No._____

PURCHASE ORDER
PHILIPPINE AEROSPACE DEVELOPMENT CORPORATION
Entity Name
Hangar No. 2, Gen. Aviation Area, Domestic Rd., Pasay City

Supplier :	**CITIMOTORS, INC.**	**S.O. No. :**	**SO#L2022-03-0001**
Address :	Pasong Tamo, Cor. Don Bosco Sts. Pio Del Pilar, Makati	Date :	21 March 2022
TIN :	000-113-791-000000	Mode of Procurement :	Direct Contracting

Gentlemen:

Please furnish this Office the following articles subject to the terms and conditions contained herein:

Place of Delivery : Hangar No. 2, GAA, Domestic Rd., Pasay City	Delivery Term : pick-up
Date of Delivery : 1-2 days	Payment Term : COP

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1	unit	**40,000KM check-up/tune up/**	**1**		
(Prop No. 15-00141)		**change oil service of Mitsubishi L300**			
		with conduction sticker no. B6 K449			
		Labor:			
		40000 KM Inspection - heavy		2,621.00	₱ 2,621.00
		Check Battery		160.00	160.00
		Change all fluids: coolant, P/S, Brake fluids		400.00	400.00
		Materials/Miscs:			
		Protective Car Cover	1	90.00	90.00
		Jet Cleaner (diesel)	1	499.00	499.00
		Mineral Oil	6	279.0033	1,674.02
		Car Care Kit	1	255.00	255.00
		Service Shop Consumables	1	255.00	255.00
		Engine Flush	1	399.00	399.00
		Sandpaper #120	1	14.45	14.45
		Braker Cleaner	1	375.00	375.00
		Super Long Life Coolant	1	1,220.00	1,220.00
		ATF DXIII Platinum	1	338.37	338.37
		Braker Fluid	1	262.00	262.00
		Rad. Cap Stickers 200pcs/pack	1	9.86	9.86
		PMS Kit No. 1	1	521.92	521.92
		*****Nothing Follows*****		*10% Parts Discount*	(53.18)
				TOTAL	**₱ 9,041.44**
	Purpose:	*scheduled mandatory periodic maintenance*			
	References:	*PR#GSD2022-03-L0009; RIS#GSD-22-03-001*			
		PRE Inspection Report No. GSD-22-03-001			
Note: This motor vehicle is still under warranty.					

(Total Amount in Words) **NINE THOUSAND FORTY ONE AND 44/100 PESOS ONLY** **PHP 9,041.44**

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

Conforme:

Signature over Printed Name of Supplier

3/22/2022
Date

Very truly yours,

RAYMOND L. MITRA
Signature over Printed Name of Authorized Official

Acting President and CEO
Designation

Fund Cluster : _____
Funds Available : _____

MAITA T. TARRAYO
Signature over Printed Name of Chief Accountant/Head of Accounting Division/Unit

ORS/BURS No. : _____
Date of the ORS/BURS: _____
Amount : _____

ORIGINAL