



**Department of National Defense**  
**PHILIPPINE AEROSPACE DEVELOPMENT CORPORATION**

PADC Hangar 2, General Aviation Area, Old Mia Road Pasay City, Philippines



## NOTICE TO PROCEED

**TOYOTA OTIS, Inc.**

1770 Paz M. Guazon St.  
Brgy. 831, Paco, Manila

Dear Sir/Madam:

This is to inform you that Service Order L2023-01-0002 Procurement of Service for the **55,000KM** Check-up (PMS) for change oil/tune up/filters and other unexpected repair for Toyota Innova G with conduction sticker no. P6 V666 has been approved by the concerned authorities of the Philippine Aerospace Development Corporation in the total amount of **Twenty-Two Thousand Thirty-Three and 69/100 Pesos (PHP 22,033.69)**.

Accordingly, you are hereby directed to commence delivery in accordance with the terms and conditions as stipulated in Service Order L2023-01-0002.

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

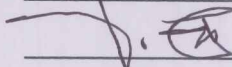
I acknowledge receipt of this Notice on

27 JAN 2023

Name of the Representative of the Bidder:

Vic Gamacho II

Authorized Signature:

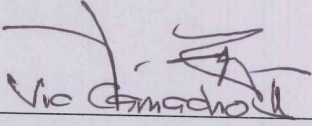
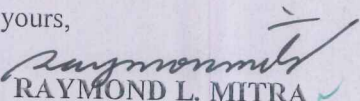




PURCHASE ORDER  
PHILIPPINE AEROSPACE DEVELOPMENT CORPORATION

Entity Name

Hangar No. 2, Gen. Aviation Area, Domestic Rd., Pasay City

Supplier : TOYOTA OTIS, INC.		S.O. No. : SO#L2023-01-0002			
Address : 1770 P.M. Guazon St., Brgy. 831, Paco, City of Manila		Date : 26-Jan-23			
TIN : 003-498-557-00000		Mode of Procurement : Direct Contracting			
Gentlemen: Please furnish this Office the following articles subject to the terms and conditions contained herein:					
Place of Delivery : for pick-up at Toyota Otis		Delivery Term : for pick-up			
Date of Delivery : 1-2 days upon receipt of NTP		Payment Term : Net 3 days			
Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
1 (15-00142)	ea	55,000KM Check-up (PMS) for change oil/ tune up/filters and other unexpected repair for one (1) PADC staff car with Plate No. P6V666 (Innova) Job/Work/Materials to be done/use: 55,000 km check-up Oil Filter TGFS SN/CF 5W-30 1L Brake Cleaner Brake Paste Silicon Mould Engine Oil Treatment Diesel Engine Decarb Miscellaneous Diesel Engine Flush Bactaklenz Gasket Engine tune-up/CAB/TBB/Batt Check Pad Kit, Disc Brake *****nothing follows*****  Purpose: for periodic maintenance Reference: PR#GSD2023-01-L0004; RIS#GSD23-01-002	1		
					P 1,217.85
					500.22
					5,673.20
					188.17
					267.86
					334.82
					1,205.36
					3,660.71
					410.71
					725.45
					848.21
					39.96
					2,657.14
					3,280.13
				Sub-Total	P 21,009.79
				less: discount	(1,336.85)
				12% VAT	2,360.75
				TOTAL	P 22,033.69
(Total Amount in Words) TWENTY TWO THOUSAND THIRTY THREE PESOS AND 69/100 PHP 22,033.69					
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:		Very truly yours,			
					
Signature over Printed Name of Supplier		Signature over Printed Name of Authorized Official			
26 JAN 2023		Acting President and CEO Designation			
Date					
Fund Cluster : _____		ORS/BURS No. : _____			
Funds Available : _____		Date of the ORS/BURS: _____			
MAITA T. TARRAYO		Amount : _____			
Signature over Printed Name of Chief Accountant/Head of Accounting Division/Unit					

ORIGINAL





**Department of National Defense**  
**PHILIPPINE AEROSPACE DEVELOPMENT CORPORATION**

PADC Hangar 2, General Aviation Area, Old Mia Road Pasay City, Philippines



## NOTICE of AWARD

**TOYOTA OTIS, Inc.**  
1770 Paz M. Guazon St.  
Brgy. 831, Paco, Manila

Dear Sir/Madam:

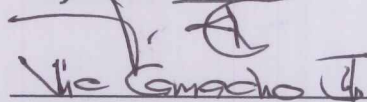
We are pleased to inform you that your offer for the Procurement of Service for the **55,000KM** Check-up (PMS) for change oil/tune up/filters and other unexpected repair for Toyota Innova G with conduction sticker no. P6 V666 with a total amount of **Twenty-Two Thousand Thirty-Three and 69/100 Pesos (PHP 22,033.69)** inclusive of appropriate taxes and fees, being the Single Calculated and Responsive Quotation, has been accepted pursuant to BAC Resolution for NOA No. 2023-002.

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:**



Printed Name and Signature

Date: 26 JAN 2023

Contact No.: 09055935941