

**PURCHASE ORDER  
PHILIPPINE CARABAO CENTER**

Tel. No.: 044-456-0731 to 32      Fax No.: 044-456-0730      Email: jonalyn@bit.pcc@gmail.com

Supplier: **ROYCE MOTOR CENTER, INC.**      P.O. No: **2020-11-0460**

Address: **Kim 112 Maharlika Highway, Cabanatuan City**      Date: **November 11, 2020**

Email Address:      Mode of Procurement: **Direct Contracting**

Telephone No.: **(044)960-7180/ (02) 891-7970 / (044) 960-0447**

TIN:      \_\_\_\_\_

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

Place of Delivery: **PCC National Headquarters & Genz Pool, Science City of Muñoz, N.E.**

Date of Delivery:      \_\_\_\_\_

Delivery Terms: **30 Days**

Payment Terms: **15 days after full delivery**

Stock No	Unit	Description	Quantity	Unit Cost	Amount
1	lot	<b>PREVENTIVE MAINTENANCE SERVICE FOR NISSAN URVAN ESTATE VAN (SHW-548)</b> <i>Labor and Materials:</i> Perform PMS 400,000 km check up Disinfection Materials Miscellaneous Battery Analyzer Apply Bactakleen Pulldown Transmission O Give way for replace clutch component <i>Parts:</i> 7 L engine oil 1 pc oil filter 1 pc fuel filter (sec) 1 pc fuel filter (pri) 1 pc air filter 1 pc bronze washer 4 L transmission gear oil #90 3 L differential gear oil #140 2 pcs brake-fluid 1 pc power steering fluid 2 L coolant 1 pc windshield washer 1 pc brake cleaner 1 pc brake paste 1 pc WD40 5 pcs bactakleen clutch lining clutch cover release bearing pilot bushing	1	PHP 49,350.00	PHP 49,350.00

**PHILIPPINE CARABAO CENTER**  
 Office of The AUDITOR  
**RECEIVED**  
 01/17/2021  
 DATE  
 BY: *S. A. B. M.*  
*MAR. L. M. Submits*

PCC Accounting Unit  
 NOV 27 2020 AM  
 RECEIVED

NOTE: **\*\* Nothing follows \*\***  
 Please notify Property Section regarding the schedule of delivery.  
 We accept delivery from Mon-Fri 8am to 5pm (Except holidays)  
 2020-03-02 to 04

(Total Amount in Words) **FORTY-NINE THOUSAND TWO HUNDRED FIFTY PESOS, & 2/100**      PHP 49,350.00

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

Conforms: *Mario Ventura*      Very Truly yours, *Claro N. Mungala*  
 Signature over Printed Name of Supplier      CLARO N. MUNGALA  
 Date: **12-21-20**      Authorized Official

Funds Available: **CHERRY PEARL CRIVERA/ JEFFREY LAURENCE E. ANTOLIN**      ORS/BURS No. **02-2020-11-1823**  
 Accountant *JPV*      Amount **PHP 49,350.00**

Form No: **PCC-PROF-02**      Revision No: **02**      Effectivity Date: **January 1, 2019**

**NOTICE OF AWARD**

**MR. MAURO VELASCO JR.**  
**ROYCE MOTOR CENTER, INC.**  
 Km 112 Maharlika Highway, Cabanatuan City

Dear Mr. Velasco

Please be informed that based on the result of our evaluation of your offer to undertake the **PREVENTIVE MAINTENANCE SERVICE FOR NISSAN URVAN ESTATE VAN (SHW-548)** with a Total Contract Price amounting to **FORTY-NINE THOUSAND TWO HUNDRED FIFTY PESOS ₱ 49,250.00** (P 49,250.00) and as per delivery schedule indicated in your quotation, we are happy to notify you that your offer is acceptable to us and hereby awarded you the project.

Item No.	QTY	Unit	Item Description	Unit Cost	Total Cost	End user
1	1	lot	<b>PREVENTIVE MAINTENANCE SERVICE FOR NISSAN URVAN ESTATE VAN (SHW-548)</b> <i>Labor and Materials:</i> Perform PMS 400,000 km check up Disinfection Materials Miscellaneous Battery Analyzer Apply Bactakleen Pulldown Transmission Oil Give way for replace clutch component  <i>Parts:</i> 7 L engine oil 1 pc oil filter 1 pc fuel filter (sec) 1 pc fuel filter (pri) 1 pc air filter 1 pc bronze washer 4 L transmission gear oil #90 3 L differential gear oil #140 2 pcs brake-fluid 1 pc power steering fluid 2 L coolant	P 49,250.00 ₱	P 49,250.00 ₱	GSS



*"A food-secure Philippines with prosperous farmers and fisherfolk"*




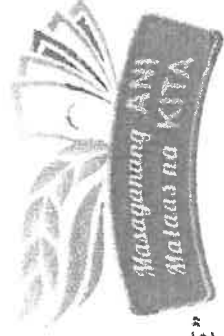
Department of Agriculture  
**PHILIPPINE CARABAO CENTER**  
Carabao, 4000 (Marikina) | 4000 (Marikina) | 4000 (Marikina)

1 pc windshield washer				
1 pc brake cleaner				
1 pc brake paste				
1 pc WD40				
5 pcs bactakleen clutch lining clutch cover release bearing pilot bushing				
<b>TOTAL</b>				<b>P 49,250.02</b>

In view thereof, kindly signify your conforme by affixing your signature on the space provided below.  
 Very truly yours,

  
**CLARO N. MINGALA**  
 OIC, Executive Director

Conforme:   
 (Bidder/Authorized Representative)  
 Date: 12.21.22



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Department of Agriculture  
**PHILIPPINE CARABAO CENTER**  
CEB UPTD-LEO 6051 (LRO 5407) (CINARA 1920)

**NOTICE TO PROCEED**

**MIR. MAURO VELASCO JR.**  
**ROYCE MOTOR CENTER, INC.**  
 Km 112 Maharlika Highway, Cabanatuan City


Dear Mr. Velasco

The attached Contract Agreement/ Purchase Order having been approved, notice is hereby given to **ROYCE MOTOR CENTER, INC.** that work may commence to be completed within the arranged schedule for the **PREVENTIVE MAINTENANCE SERVICE FOR NISSAN URVAN ESTATE VAN (SHW-548)** effective upon acknowledgement of this notice, subject to such additional time for the completion of the work as may be allowed by the Agency.

Upon receipt of this notice, you are responsible for performing the services under the terms and conditions of the Agreement and in accordance with the implementation schedule.

Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below, keep one copy and return the other to the Philippine Carabao Center.

Very truly yours,

  
**CLARO N. MINGALA**  
 OIC, Executive Director

Acknowledged:

**MAURO VELASCO JR.**  
**ROYCE MOTOR CENTER, INC.**  
 Date: 12-21-20



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Department of Agriculture  
**PHILIPPINE CARABAO CENTER**  
 CERTIFIED ISO 9001:2015 & ISO 14001:2015

BAC RESOLUTION NO. 2020-459

**RECOMMENDING AWARD OF CONTRACT FOR THE PREVENTIVE MAINTENANCE SERVICE (NISSAN URVAN ESTATE VAN SHW-548)**

**WHEREAS**, on 8 January 2020, Executive Director ARNEL N. DEL BARRIO, as Head of Procuring Entity (HOPE), approved the Annual Procurement Plan (APP) of the agency upon favorable recommendation of the Bids and Awards Committee (BAC);

**WHEREAS**, included in the APP is the **PREVENTIVE MAINTENANCE SERVICE (NISSAN URVAN ESTATE VAN SHW-548)** to be undertaken through Section 50 (Direct Contracting) of the Revised Implementing Rules and Regulations of Republic Act No. 9184 under the GAA Fund;

**WHEREAS**, the **PREVENTIVE MAINTENANCE SERVICE (NISSAN URVAN ESTATE VAN SHW-548)** was identified to be procured thru Direct Contracting whereby the supplier is simply asked to submit price quotation together with the conditions of sale and the said procurement of goods were critical components from a specific supplier and has a condition to hold a contractor/supplier to guarantee its performance;

**WHEREAS**, considering all other factors of procurement and with due consideration with the needs of the operating unit in the performance of their commitments and targets, the adoption of the alternative methods of procurement is more advantageous to the government;

**WHEREAS**, the item requested was identified to be procured thru Direct Contracting based on the document/justification submitted by the end-user that:

- a) The vehicle is already reached the 400,000 PMS which is due for service; and
- b) ROYCE MOTOR CENTER, INC. is the only service center in Nueva Ecija with specialization in servicing Nissan brand vehicles;

**WHEREAS**, the **PREVENTIVE MAINTENANCE SERVICE (NISSAN URVAN ESTATE VAN SHW-548)** has the following Approved Budget for the Contract (ABC) as follows:

Item No.	Item Description	ABC per Line Item/Lot (P)
1	PREVENTIVE MAINTENANCE SERVICE (NISSAN URVAN ESTATE VAN SHW-548) (as per attached scope of works)	P 49,250.02

**WHEREAS**, on 16 July 2020, the BAC thru its Secretariat/Procurement Office, initiated the procurement activity by sending/posting Request for Quotation (RFQs) to ROYCE MOTOR CENTER, INC.;

**WHEREAS**, ROYCE MOTOR CENTER, INC. submitted their respective quotation/proposal;

**WHEREAS**, the Technical Working Group (TWG) determined that based on the financial proposal submitted by the supplier, **ROYCE MOTOR CENTER, INC.** has submitted the single calculated quotation for the **PREVENTIVE MAINTENANCE SERVICE (NISSAN URVAN ESTATE VAN SHW-548)** (as per attached scope of works);

**WHEREAS**, upon review and evaluation of the compliance with the technical requirements of the end-user/project, the TWG recommended to declare **ROYCE MOTOR CENTER, INC.** as the single calculated and responsive quotation.

*[Signature]*  
 A. Ag... *mp* **A food-secure Philippines**  
 with prosperous farmers and fisherfolk



WHEREAS, the report containing the results of the TWG evaluation is attached hereto as Annex "A", and made integral parts hereof;

WHEREAS, after review of the findings, the BAC resolved to consider the recommendation of the TWG;

NOW, THEREFORE, WE, the Members of the **BIDS AND AWARDS COMMITTEE** after duly considering the recommendations of the TWG, hereby resolve to recommend to the Head of the Procuring Entity for his considerations and approval of the contract to **ROYCE MOTOR CENTER, INC.** for the **PREVENTIVE MAINTENANCE SERVICE (NISSAN URVAN ESTATE VAN SHW-548) (as per attached scope of works)** in the amount of **Forty-Nine Thousand Two Hundred Fifty Pesos & 02/100 (P 49,250.02)**.


This resolution shall take effect immediately.


**APPROVED** this 11th day of November, 2020 at Philippine Carabao Center, National Headquarters and Gene Pool, Science City of Munoz, Nueva Ecija.

**BIDS AND AWARDS COMMITTEE**

  
**LERMA C. CAMPO**  
Vice Chairperson

  
**ERIC P. PALACAPAC**  
Chairperson

  
**AIMEE T. FULGENCIO**  
Member

  
**JEFFREY JEXOME M/BALAOING**  
Member

  
**ESTER B. FLORES**  
Member

Attested by:

  
**NOEMI V. BALAIS**  
Head, BAC Secretariat

Approved by:

  
**CLARO N. MINGALA**  
OIC, Executive Director