

Department of Health  
Central Luzon Center for Health Development  
MARIVELES MENTAL WELLNESS AND GENERAL HOSPITAL  
Mariveles, Bataan  
**JOB ORDER**

Job Order No.: 2025-035  
Date Issued: June 26, 2025

To: Toyota Bataan, Inc.  
Tuyo, Balanga City, Bataan 2100

Completion Time from the date this order is received by the contractor:  
Working Days:

WORK TO BE DONE			COST	
QTY	UNIT	DESCRIPTION	Unit Cost	Total Cost
1	LOT	Preventive Maintenance (Z9-0502) Toyota / GL-Grandia	19,603.74	19,603.74
		Inclusive:		
3.7		30,000 Km Check Up	500.00	1,850.00
1		Oil Filter IMV	502.90	502.90
1		Gasket	67.86	67.86
8		TGFS SN/CF 5W-30 1L	730.58	5,844.64
2		Brake Cleaner	194.20	388.40
1		DSL Injector Cleaner	839.29	839.29
1		Toyota Genuine Diesel Engine Flush	751.34	751.34
1		Brake Stop Squeal, 30 ml	545.54	545.54
1		Decarb Diesel Pour On, 250 ml	1,607.14	1,607.14
1		Element Treatment, 300ml	1,071.41	1,071.41
1		Element, Air Refiner	832.59	832.59
1		Element Sub-Assy, Air Cleaner Filter	1,748.66	1,748.66
1		Shop Supplies GJ	500.00	500.00
1		Wheel Balance / Rotation	553.57	553.57
1		Weights	400.00	400.00
1		VAT	2,100.40	2,100.40
***NOTHING FOLLOWS***				
Nineteen Thousand Six Hundred Three Pesos and 74/100 Only			TOTAL	19,603.74

Requisitioner:

Funds Available:

MARY RODELINE M. CASUAYAN  
Supervising Administrative Officer

SUSETTE R. PATAGUE, CPA  
Accountant IV

JHONNA M. CANTARA, CPA  
Accountant III

Purpose: For the use of Hospital

02-01101101-2025-07-00305

Approved By:

DENNIS DAYAO L. ORDONA, MD  
MEDICAL CENTER CHIEF II

Received work order and bind myself to the conditions stipulated in our canvass proposal dated

Date Received:

Contractor:

7/9/25

NORLITO REYES  
TBI QJ SA



Department of Health

Central Luzon Center for Health Development

**MARIVELES MENTAL WELLNESS AND GENERAL HOSPITAL**

P. Morao Street, Pollocan, Mariveles, Bataan, Philippines, 2105

Mobile: 0968-8525-604; Office of the Medical Center Chief: 0968-852-6726 [mail@mmwhg.gov.ph](mailto:mail@mmwhg.gov.ph) [mmwhg.gov.ph](http://mmwhg.gov.ph)

**NOTICE TO PROCEED**

**Provision of Preventive Maintenance for Hospital Vehicle Z9-0502, Toyota / GL-Grandia - Direct Contracting**

June 26, 2025

**NORLITO REYES**  
AUTHORIZED REPRESENTATIVE  
TOYOTA BATAAN INC.  
Tuyo, Balanga City  
Bataan, 2100

Sir,

The Attached Notice of Award having been approved, notice is hereby given to **TOYOTA BATAAN INC.** that work may proceed on the Provision of Preventive Maintenance for Hospital Vehicle Z9-0502, Toyota / GL-Grandia - Direct Contracting effective after the receipt of this notice.

Upon receipt of this notice, you are responsible for performing the services under the terms and condition 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 **MARIVELES MENTAL WELLNESS AND GENERAL HOSPITAL**.

Very truly yours,

  
**DENNIS DAYAO L. ORDOÑA, MD**  
MEDICAL CENTER CHIEF II

I acknowledge receipt of this Notice on 6/26/25

Name of the Representative of the Bidder: NORLITO REYES  
TBI GJ SA

Authorized Signature: 

*note: received via email*



**VISION**

Mariveles Mental Wellness and General Hospital is the premier client-oriented DOH hospital, providing safe, efficient, and quality services

**MISSION**

We provide and advocate for quality mental and medical health care through promotive, preventive, curative and rehabilitative services with training and research.

**QUALITY POLICY**

The Mariveles Mental Wellness and General Hospital is committed to affordable and quality mental and medical health care with high Accountability, and Continuous Improvement. We shall ensure compliance with statutory and regulatory requirements. We pledge to continually improve our Quality Management System to ensure clients' satisfaction.

MMH-HOP-001-001



Department of Health  
Central Luzon Center for Health Development  
MARIVELES MENTAL WELLNESS AND GENERAL HOSPITAL  
P. Monroe Street, Poblacion, Mariveles, Bataan, Philippines, 2105  
Mobile: 0968-854-5320  
procurement@mmh.gov.ph/ procurement,mmwgh@gmail.com

## NOTICE OF AWARD

Provision of Preventive Maintenance for Hospital Vehicle Z9-0502, Toyota / GL-Grandia - Direct Contracting  
June 26, 2025

TOYOTA BATAAN INC.  
Tayco, Balanga City  
Bataan, 2100

Sir/Madam:  
This is to inform you that the following items are awarded to you under PROVISION OF PREVENTIVE MAINTENANCE  
Hospital Vehicle Z9-0502, Toyota / GL-Grandia - Direct Contracting

ITEM NO.	QTY.	UNIT	ITEM & DESCRIPTION	BRAND	UNIT COST	AMOUNT
1	1	LOT	Preventive Maintenance (Z9-0502)		19,603.74	19,603.74
			Inclusive:			
	3.7		30,000 Km Check Up		500.00	1,850.00
	1		Oil Filter IMV		502.90	502.90
	1		Gasket		87.86	87.86
	8		TGFS SN/CF 5W-30 1L		730.58	5,844.64
	2		Brake Cleaner		194.20	388.40
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	1		Toyota Genuine Diesel Engine Flush		751.34	751.34
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	1		Element Treatment, 300ml		1,071.41	1,071.41
	1		Element, Air Refiner		832.69	832.69
	1		Element Sub-Assy, Air Cleaner Filter		1,748.86	1,748.86
	1		Shop Supplies GJ		500.00	500.00
	1		Wheel Balance / Rotation		553.57	553.57
	1		Weights		400.00	400.00
	1		VAT		2,100.40	2,100.40
			TOTAL			19,603.74

Very truly yours,

VINCENT A. ISIP, MPA

Chairperson - Committee on Bids and Awards

APPROVED:

DENNIS DAYAO L. ORDOÑA, MD  
Medical Center Chief II

CONFORME:

NORLITO REYES  
TBI GJ SA

Name of Representative

Signature

Date

6/26/25

note: received via email





Department of Health  
Central Luzon Center for Health Development  
MARIVELES MENTAL WELLNESS AND GENERAL HOSPITAL  
P. Monroe Street, Poblacion, Mariveles, Bataan, Philippines, 2105  
Mobile: 0968-854-5320 Email:  
procurement@mmh.gov.ph/procurement.mmwgh@gmail.com

**BIDS AND AWARDS Committee**  
**RESOLUTION NO. 2025-270**

**RECOMMENDING THE USE OF DIRECT CONTRACTING AS ALTERNATIVE METHOD OF PROCUREMENT AND APPROVING THE AWARD OF CONTRACT FOR THE PROVISION OF PREVENTIVE MAINTENANCE FOR HOSPITAL VEHICLE Z9-0502, TOYOTA/GL-GRANDIA**

WHEREAS, on June 16, 2025, the BAC received a request from the EFMU – Motorpool Section for the PROVISION OF PREVENTIVE MAINTENANCE FOR HOSPITAL Vehicle Z9-0502, TOYOTA/GL-GRANDIA as per Purchase Request No. 2025-06-0193 dated June 09, 2025;

WHEREAS, the said items will be procured through General Appropriations Act (GAA) as per Engineering Facilities Management Unit's (EFMU) Project Procurement Management Plan (PPMP) 2025 and Work and Financial Plan (WFP) FY 2025;

WHEREAS, TOYOTA BATAAN, INC. is the exclusive distributor / dealer of Toyota Products and other related services in Bataan;

WHEREAS, Rule IV of Republic Act No. 9184 provided that, as a general rule, all procurement shall be done through competitive bidding except as provided for in Rule XVI of RA 9184, allowing the use of alternative methods of procurement:

Procurement of goods of proprietary nature which can be obtained only from the proprietary source, i.e., when patents, trade secrets, and copyrights prohibit others from manufacturing the same item;

When the procurement of critical plant components from a specific supplier is a condition precedent to hold a contractor to guarantee its project performance, in accordance with the provisions of its contract; or

Those sold by an exclusive dealer or manufacturer that does not have sub-dealers selling at lower prices and for which no suitable substitute can be obtained at more advantageous terms to the GOP.

**NOW THEREFORE**, in consideration of the above premises, the herein members of the **BAC RESOLVE** to recommend the following:

1. Recommend the use of Direct Contracting for the provision of the said item / services.
2. Secure approval of the Head of the Procuring Entity for the conduct of Direct Contracting as an alternative mode of procurement.
3. To Award the Contract For The PROVISION OF PREVENTIVE MAINTENANCE FOR HOSPITAL VEHICLE Z9-0502, TOYOTA/GL-GRANDIA to TOYOTA BATAAN, INC. which was determined as the EXCLUSIVE DISTRIBUTOR / DEALER.

Signed this 16th day of June 2025 at the Mariveles Mental Wellness and General Hospital.

VINCENT A. ISIP, MPA  
BAC Chairperson

ERIKA KANE P. MAZA, RRT  
BAC Vice Chairperson

MEYNARD ANTHONY V. BANZON, ECE  
BAC Member

LADY CHARLENE S. VILLAPANDO, RMT  
BAC Member

AVELINO V. DE LEON, UAP  
BAC Member

Approved:

DENNIS DAYAO L. ORDOÑA, MD  
Medical Center Chief II  
Head of the Procuring Entity