

REPUBLIC OF THE PHILIPPINES  
**Philippine Health Insurance Corporation**  
 709 CityState Center Bldg.  
 Shaw Blvd. Brgy. Oranbo, Pasig City  
 TeleFax: 637-3158 637-4735

SBAC-PS-14

**J O B O R D E R**  
 (Non-Inventoriable Items)

Supplier TOYOTA MAKATI INC.  
 Address Ayala cor. Metropolitan Avenue Bel Air Village, Makati City  
 Tel.Fax No. 897-3333  
 Supplier Registered with: PHILHEALTH

J. Order NO 14-08-078  
 Date: August 12, 2014  
 Terms of Payment C.O.D  
 Mode of Procurement: Direct Contracting

Please deliver to this office within C.O.D upon approval of the following

| NO. | QTY | UNIT | SERVICE DETAILS   | UNIT PRICE | TOTAL AMOUNT |
|-----|-----|------|---|------------|--------------|
|     | 1   | lot  | CHANGE OIL (20,000 KM) FOR TOYOTA INNOVA WITH PLATE NO. SLD-689 | 7,405.03   | 7,405.03     |
|     |     |      | LESS:   |            | 7,405.03     |
|     |     |      | EWT 2% 132.23 ✓   |            |              |
|     |     |      | GMP 5% 330.58 ✓   |            | 462.81       |
|     |     |      | RIV #   |            | 6,942.22     |
|     |     |      | 14-0583 dtd. 07/24/14 PRSMD - Emily D. Briones                  |            |              |
|     |     |      | <b>08-218</b>   |            |              |

**Terms & Conditions:**

- The agency shall impose penalty in an amount equivalent to 1/10 on one (1%) percent of the total value of undelivered order for each day of the delay as liquidated damages.
- If the date of receipt of the Job Order (J.O.) by the dealer is not indicated, it shall be deemed received on the day it was acknowledge to have been received by a representative either through fax or e-mail
- Delivery of the above item(s) shall be made within the prescribed schedule dates. Supplier are advised to inform Procurement Section at least two (2) days before the delivery. Use of elevator shall only be from 09:00 to 11:30 a.m. and 1:30 to 3:00 p.m. during Mon/Wed/Fri (MWF). All item(s) shall be delivered and accepted by the Procurement Section at 15th Floor, Room 1503 Citystate Ctr. Bldg. Pasig City
- Delivery Receipt and Sales Invoice shall be required for one-time complete delivery of the goods.
- Defective, incompatible or non-compliant of goods as to specification when quoted shall be rejected and returned at the time of delivery. With provision for a back-up unit in case of repair.

Very truly yours,

*[Signature]*  
 ELY E. ROXAS

Administrative Officer III

|  |   |             |   |
|--|---|-------------|---|
| Certified Budget Available:  | Funds Available in the amount of:                               | Php7,405.03 | APPROVED:   |
| <i>[Signature]</i><br>CORAZON M. TABULAO<br>Fiscal Controller III  | <i>[Signature]</i><br>LILIA B. GARRIDO<br>Fiscal Controller III |             | <i>[Signature]</i><br>LEILA S. TUAZON<br>OIC, HEAD - SBAC<br>HEAD OF THE AGENCY<br>or Authorized Representative |
| Within the COB: <i>Fy 7014</i><br>Expense Code: <i>847-20 / NPO: 6851</i><br>Budget: <i>8,405.03 / PPA: PL11</i><br>Remarks: |   |             |   |
| Received copy of J.O on <i>11/14</i>   |   | CONFORME:   | Print Name and Signature of Supplier/Representative   |