

Republic of the Philippines
PHILIPPINE HEALTH INSURANCE CORPORATION

POMM-P-007

JOB ORDER

(Non-Inventoriable Items)

OFFICE/DEPARTMENT: PRD

Supplier: MOTORCENTER, INC.

Address: National Highway, Calasiao, Pangasinan

Tax No: 522-8832

Supplier registered with: 000-022125-000 VAT

Work Order No: 2016-1

Date: 1/5/2016

Term of Payment: Change

Mode of Procurement: Negotiated under Small

Value Procurement

Please deliver to this office within _____

upon approval of final sample

Note: Additional _____ working days to submit for approval of text / sample.

NO.	QTY	UNIT	SERVICE DETAILS	UNIT PRICE	TOTAL AMOUNT
			Periodic maintenance for Nissan Safari SFN 698		
			PARTS:		
	1	can	Brake Cleaner	485.00	485.00
	2	pcs	Oil Filter	650.00	1,300.00
	1	pc	Gas Float	3,770.00	3,770.00
	11	ltrs	Motor Oil - Diesel (synthetic)	595.00	6,545.00
	2	btls	Brake Fluid	175.00	350.00
			LABOR/SERVICE:		
			Check/inspect wheel brakes		2,030.00
			- Front & rear with cleaning		800.00
			Check/inspect fuel gauge		
			- Fuel lines (filter)		
			- replacement of gas float		480.00
			Repair back seat (spot/weld)		550.00
			- remove & re-install back seat to give way for repair (with materials for welding)		
			Change engine oil & filter		200.00
			XXXXXXXXXXXXXXXXXXXX nothing follows XXXXXXXXXXXXXXXXXXXX		
			Less: TAX		
			VAT (5%/1.12) (Materials)	555.80	
			EWI (1%/1.12) (Materials)	111.16	
			VAT (5%/1.12) (Labor)	90.63	757.59
			PR No. 16-0113-0118		
			Requesting Unit: PRO 1		
			TOTAL		14,480.00
			Total - Net of Tax		13,722.41

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 acknowledged 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. Suppliers are advised to inform Procurement Section at least two (2) days before the delivery. Use of elevator shall be from 9:00AM to 11:30 AM and 1:30pm to 3:00PM 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.
- In case the series of layout/design presented by the supplier does not satisfy the end-user, the Corporation has the right to cancel the Job Order (JO).
- Payment shall be made in full subject to corresponding government taxes within fifteen (15) working days upon receipt of Certificate of Acceptance and Inspection Report.

16020368

Very truly yours,

MARICAR M. ARZADON, M.D.
Division Chief, MSD

Certified Budget Available:

Funds Available in the amount of: PL 480.00

JOSE A. MONIS
Fiscal Controller

EDWARD Q. ESPIRITU
OIC-FMS

APPROVED:

RODOLFO B. DEL ROSARIO, JR.
RVP, PRO1

Watch in the COB

Finance Cont.

Project

Remarks:

Received copy of J.O. on

02-12-16
Date

CONFORME:

Signature over Printed Name
of Supplier / Representative

INSTRUCTIONS ON HOW TO USE THIS FORM:

- This form shall be used for the acquisition of services such as printing, renovation, etc.
- This form shall be accomplished by the staff of the Procurement Section upon decision of the Division Chief & Senior Manager as to which supplier has submitted the lowest quotation and if it had met the required specs.
- All other terms and conditions stated herein are valid upon completion of signatories of authorized personnel.
- The budget allocated must be affixed on the PO by routing to the Comptrollership Department upon approval of the PO.
- This serves the purpose of a contract which shall be the basis of any delivery requirement and payment processing.
- This form shall be prepared in 3 copies distributed as follows:

1 copy - PRD

1 copy - Comptrollership Dept.

1 copy - CHA

PHILHEALTH REGIONAL OFFICE I
GOA

FEB 15 2016

ived thru email: 2/13/16