

Republic of the Philippines  
PHILIPPINE HEALTH INSURANCE CORPORATION

POMM-P-007

**JOB ORDER**  
(Non-Inventoriable Items)  
OFFICE/DEPARTMENT: PRO 1

Supplier: JOHN HENRY CAR CARE CENTER  
Address: General Segundo Ave., Brgy. 12, Laoag City, Ilocos Norte  
Tel. Fax No.: \_\_\_\_\_  
Supplier Registered with: 000-228-487-000 V

Work Order No.: 2017-10  
Date: 3/3/2017  
Term of Payment: Charge  
Mode of Procurement: Negotiated Procurement-  
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 of Toyota Innova, 5FH-812		
			<b>MATERIALS</b>		<b>3,097.00</b>
	1	pc	Repair Kit	190.00	190.00
	1	pc	Brake Fluid	258.00	258.00
	1	pc	Brake Cleaner	252.00	252.00
	1	pc	Rotor Disc	1,400.00	1,400.00
	1	set	Brake Pad	997.00	997.00
			<b>LABOR</b>		<b>1,444.00</b>
	1	lot	Cleaning of brakes		380.00
	1	lot	Replacement of brake pad		336.00
	1	lot	Overhaul of brake caliper with rotor disc		728.00
			XXXXXXXXXXXXXXXXXXXX nothing follows XXXXXXXXXXXXXXXXXXXXXXX	<b>TOTAL - L&amp;M</b>	<b>4,541.00</b>
			Less: TAX		
			VAT (5%/1.12)		202.72
			PR No. 17-0214-0168	<b>Total - Net of Tax</b>	<b>4,338.28</b>
			Requesting Unit: LHIO Ilocos Norte		

**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.

Very truly yours,

MARICAR M. ARZADON, M.D.  
MO VII / MSD Chief

Certified Budget Available: _____ Funds Available in the amount of: <u>4,541.00</u>		APPROVED:  <u>ATTY. RODOLFO B. DEL ROSARIO, JR.</u> RVP, PRO1
<u>JOSE A. MONES</u> Fiscal Controller	<u>EDWARD Q. ESPINOSA</u> ORC-FMS	
Within the CMB: Expense Code: _____ Budget: _____ Remarks: _____	CONFORME: <u>(HCBM)</u> _____ Signature over Printed Name of Supplier / Representative	
Received copy of J.O. on _____ Date: <u>03-06-17</u>		

**MAR 07 2017.**  
COA- Pjmar