



Republic of the Philippines  
**PHILIPPINE HEALTH INSURANCE CORPORATION**  
PhilHealth Regional Office IVA  
Lucena Grand Central Terminal, Brgy. Ilayang Dupay, Lucena City  
Call Center (02) 441-7442 Contact Number (042) 373-7534  
[www.philhealth.gov.ph](http://www.philhealth.gov.ph) [region4a@philhealth.gov.ph](mailto:region4a@philhealth.gov.ph)



## JOB ORDER

(Non - Inventoriable Items)

OFFICE/DEPARTMENT: MSD-GSU

Supplier: **APOLEGA TIRE SERVICE CENTER** Work Order No.: **001-17**  
Address: **Brgy. Parian, Calamba City** Date: **2-1-17**  
Tel. Fax No.: \_\_\_\_\_ Term of Payment: **COD**  
Supplier Registered with: **DTI** Mode of Procurement: **NPSV**

Please deliver to this office within 15days upon approval.

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

NO.	QTY	UNIT	SERVICE DETAILS	UNIT PRICE	TOTAL AMOUNT
			<b>Labor and materials</b>		
	1	lot	Labor and materials for the repair and maintenance of Toyota Innova SLD679: Perform change oil, replacement of oil filter, brake pads and brake shoes.	-	9,045.00
			Less Taxes: VAT 5%	403.79	
			EWT 2 %	161.52	565.31
			<b>NET AMOUNT:</b>		<b>8,479.69</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 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. All item/s shall be delivered and accepted by the Procurement Section at PRO IV-A, Lucena Grand Central Terminal, Brgy. Ilayang Dupay, Lucena 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.
- The contracting parties undertake to comply with Office Order No. 0018-2015 entitled Reiteration of Philhealth No Gift Policy (Revision 1) which is deemed incorporated into this Contract. No Philhealth personnel shall solicit, demand, or accept, directly or indirectly, any gift from any person, group or association, or juridical entity, whether from the public or private sector, at anytime, on or off the work premises where such gift is given in the course of official duties or which in connection with any transaction which may affect the functions of their office or influence the actions of directors or employees, or create the appearance of a conflict of interest.

**RECEIVED**  
FEB 01 2017

BY: *cu*



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Very truly yours,

**FELICIANO O. PASTORPIDE**  
OIC, MSD

Certified Budget Available: Funds Available in the amount of: <u>9,045.00</u>		APPROVED:   <b>EDWIN M. ORINA, MD</b> OIC, PRO IVA
 <b>ERLYN X. ROJAS</b> Fiscal Controller II	 <b>ARON R. RIANO</b> Fiscal Controller III	
With in the COB: <u>2017-COB</u>		CONFORME:  <b>Rowena Maglana</b> Signature over Printed Name of Supplier / Representative
Expense Code: <u>847-00</u>		
Budget: <u>9,045.00</u>		
Remarks:		
Received copy of J.O. on <u>2/6/17</u> Date		