



Republic of the Philippines
PHILIPPINE HEALTH INSURANCE CORPORATION

PHILHEALTH REGIONAL OFFICE I
COA
Received By: _____
Time: _____
POMM-P-007

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

Supplier: GNS TIRE AND SERVICE CENTER INC.
Address: Lucao District, Dagupan City
Tel. Fax No.: 523-0138, 515-6841, 523-9828 (fax)
Supplier Registered with: 006-016-737-000 V

Work Order No.: 2018-39
Date: 8/8/2018
Term of Payment: Charge
Mode of Procurement: Negotiated Procurement-
Small Value Procurement

Please deliver to this office within **1 week** 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
	1	pc	Labor and materials for the repair & maintenance of Toyota Innova, SLD-690	336.00	336.00
	7	ltrs	Oil Filter C-111	560.00	3,920.00
			Motul Multi Power	210.00	210.00
			Labor for change oil		
			XXXXXXXXXXXXXXXXX nothing follows XXXXXXXXXXXXXXXX	TOTAL-L&M	4,466.00
			Less: TAX		
			VAT (5%/1.12) (labor & materials)	199.38	
			EWT (1%/1.12) (materials)	38.00	
			EWT (2%/1.12) (labor)	3.75	241.13
			PR No. 18-0103-0022	Total - Net of Tax	4,224.87
			Requesting Unit: GSU-Motorpool		

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.

8-13-18
Received By: _____
Time: _____

Very truly yours,

CYNTHIA S. SANTOS
Division Chief IV / MSD Chief

Certified Budget Available: _____ Funds Available in the amount of: <u>4,466.00</u>	APPROVED: ALBERTO C. MANDURIAO Regional Vice President By THE AUTHORITY OF THE RVP, PRO 1 MAY 10 AUG 2018 Harold M. Arzadon MD. Director VII
JOSE A. MONES Fiscal Controller With in the COB: _____ Expense Code: _____ Bdget: _____ Remarks: _____	CONFORME: TOM DE VENECIA Signature over Printed Name of Supplier / Representative
Received copy of J.O. on _____ Date: <u>08/13/18</u>	