



Republic of the Philippines
PHILIPPINE HEALTH INSURANCE CORPORATION

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.: 2018-77
Date: 12/7/2018
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 |
|-----|-----|------|--|--------------------|--------------|
| | 7 | ltrs | Labor and materials for the repair & maintenance of Toyota Innova, SLD 688 | 448.00 | 3,136.00 |
| | 1 | pc | Repsol 10W40 | 336.00 | 336.00 |
| | | | Oil Filter C-111 | 210.00 | 210.00 |
| | 1 | pc | Labor for change oil | 392.00 | 392.00 |
| | 1 | pc | 3M Brake Cleaner | 252.00 | 252.00 |
| | | | Whiz brake fluid 900ml | 533.00 | 533.00 |
| | | | Labor for check and clean 4 wheel brakes | | |
| | | | XXXXXXXXXXXXXXXXX nothing follows XXXXXXXXXXXXXXXXX | TOTAL-L&M | 4,859.00 |
| | | | Less: TAX | | |
| | | | VAT (5%/1.12) | 216.92 | |
| | | | EWT (2%/1.12) | 86.77 | 303.69 |
| | | | PR No. 18-0103-0022 | Total - Net of Tax | 4,555.31 |
| | | | 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.

By the authority of the MSD Chief

Very truly yours,

EDWARD Q. ESPIRITU *12/21*

AG IV / ASS CHIEF

CYNTHIA S. SANTOS

Division Chief IV / MSD Chief

Certified Budget Available:

Funds Available in the amount of: 4,859.00

JOSE A. MONES

Fiscal Controller III

JANE C. RAGOS *12/13*

FC IV / FMS Chief

APPROVED:

Regional Vice President

With in the COB:

Expense Code:

Bdget:

Remarks:

2018

5021.2060

4,859.00

MSD-GSU

PHILHEALTH REGIONAL OFFICE
COA

DEC 27 2018

Received By: AG

Time:

Received copy of J.O. on

12-13-18

Date

CONFORME:

Signature
Signature over Printed Name
of Supplier / Representative