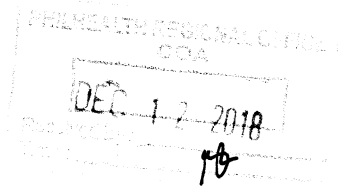


Republic of the Philippines  
PHILIPPINE HEALTH INSURANCE CORPORATION



POMM-P-007

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

Supplier: ACRA SERVICE CENTER, INC.  
Address: Rollin's Bldg., Caranglaan District, Dagupan City  
Tel. Fax No.: 522-5275/6626  
Supplier Registered with: 004-002-285-361 V

Work Order No.: 2018-80  
Date: 12/7/2018  
Term of Payment: Charge  
Mode of Procurement: Negotiated Procurement-  
Small Value Procurement

Please deliver to this office within 30 days after acceptance of JO 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
	2	lot	General Cleaning of aircon units	800.00	1,600.00
	2	lot	Floor Mounted Aircon	900.00	1,800.00
	1	lot	Window Type Aircon	500.00	500.00
			xxxxxxxxxxxxxx nothing follows xxxxxxxxxxxxxxxx	TOTAL-L&M	3,900.00
			Less: TAX		
			VAT (5%/1.12)		174.11
			PR No. 18-1015-0381	Total - Net of Tax	3,725.89
			Requesting Unit: LHIO Central Pangasinan		

**Terms & Conditions:**

1. The agency shall impose penalty in an amount equivalent to 1/10 (one (1%) percent) of the total value of undelivered order for each day of the delay as liquidated damages.
2. 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.
3. 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 (MWT).
4. All item/s shall be delivered and accepted by the Procurement Section at 15th Floor, Room 1503 Citystate Cir. Bldg. Pasig City.
5. Delivery Receipt and Sales Invoice shall be required for one-time complete delivery of the goods.
6. Defective, incompatible or non-compliant of goods as to specification when quoted shall be rejected and returned at the time of delivery.
7. 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).
8. 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,

CYNTHIA S. SANTOS

Division Chief IV / MSD Chief

Certified Budget Available: _____ Funds Available in the amount of: <u>3,900.00</u>		APPROVED:  <u>ALBERTO C. MANDURIAO</u> Regional Vice President
<u>JOSE A. MONES</u> Fiscal Controller IUP	<u>JANE C. RAGOS</u> IC IV / FMS Chief	
With in the COB: _____ Expense Code: _____ Budget: _____ Remarks: _____	CONFIRMED: _____ <u>BUENISTAS CESAR R. REYNES</u> Signature over Printed Name	
Received copy of J.O. on <u>12-11-18</u> Date		