

Republic of the Philippines  
PHILIPPINE HEALTH INSURANCE CORPORATION

COMMISSION ON AUDIT  
AUDIT TEAM R1-04 (PHIC Group)



SEP 30 2019

POMM-P-007

RECEIVED BY: 18

JOB ORDER

(Non - Inventoriable Items)

OFFICE/DEPARTMENT: PRO 1

Supplier: SOLIS APPLIANCE SERVICE CENTER

Address: Alaminos City, Pangasinan

Tel. Fax No.: 568-6897

Supplier Registered with: 176-630529-000 V

Work Order No.: 19-45

Date: 9/27/2019

Term of Payment: Charge

Mode of Procurement: Negotiated Procurement-  
Small Value Procurement

Please deliver to this office within 15 days from receipt hereof the following:

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

NO.	QTY	UNIT	SERVICE DETAILS	UNIT PRICE	TOTAL AMOUNT
	1	lot	Cleaning & maintenance of aircon for the 3rd Quarter of CY 2019		
	1	unit	Floor Mounted Airconditioner	1,200.00	1,200.00
	3	unit	Wall Mounted Airconditioner	800.00	2,400.00
			xxxxxxxxxxxxxxxx nothing follows xxxxxxxxxxxxxxxxxxx	TOTAL	3,600.00
			Less: Tax		
			VAT (5%/1.12)		160.71
			PR No. 19-0924-0419	Total-Net	3,439.29
			Requesting Unit: LHIO Western Pangasinan	of Tax	

Terms & Conditions:

- The agency shall impose penalty in an amount equivalent to 1/10 of 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,

CYNTHIA S. SANTOS

Division Chief IV / MSD Chief

Certified Budget Available:

Funds Available in the amount of: 3,600.00

JOSE A. MONES

Fiscal Controller

JANE C. RAGOS

FC IV / FMS CHIEF

APPROVED:

ALBERTO C. MANDURIAO

Regional Vice President

With in the COB:

Expense Code:

Bdget:

Remarks:

Received copy of J.O. on

Date

CONFORME:

Signature over Printed Name  
of Supplier / Representative