



FORM-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.: **19-47**

Date: **10/3/2019**

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	
			Labor and materials for the repair & maintenance of Mitsubishi Estrada, SLF 671		<u>labor</u>	<u>materials</u>
	1	pc	Oil Filter c306	590.00	-	590.00
	7	ltr	Motul Multi Power 15w50	535.00	-	3,745.00
			Labor	950.00	210.00	-
			xxxxxxxxxxxxxxxx nothing follows xxxxxxxxxxxxxxxxxxx	TOTAL - L&M	210.00	4,335.00
			Less: TAX	Grand Total	4,545.00	
			VAT (5%/1.12) (labor & materials)	202.90		
			EWT (1%/1.12) (materials)	38.71		
			EWT (2%/1.12) (labor)	3.75		
			PR No. 19-1001-0427	Total - Net of Tax	245.36	
			Requesting Unit: GSU		4,299.64	

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. Upliftment 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

AO IV / ASS Chief

CYNTHIA S. SANTOS

Division Chief IV / MSD Chief

Certified Budget Available:

Funds Available in the amount of: 7,545.00

JOSE A. MONES

Fiscal Controller III

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

10-08-19

Date

CONFORME:

Signature over Printed Name

of Supplier / Representative