

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

Supplier: STARMAN ENTERPRISES INC.
Address: Tanaytay, Alaminos City, Pangasinan
Tel. Fax No.: 656-5065 / 0917-559-7344
Supplier Registered with: 408-443-903-002 V

Work Order No.: 21_04
Date: 3/17/2021
Term of Payment: Charge
Mode of Procurement: Negotiated Procurement-
Small Value Procurement

Please deliver to this office within **15 days from receipt 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	
			Repair and maintenance of Toyota Innova, SFH-811		Labor	Materials
	2	pcs	Lower Arm Bushing Big	900.00		1,800.00
	2	pcs	Lower Arm Bushing Small	600.00		1,200.00
	2	pcs	Upper Ball Joint Left	1,500.00		3,000.00
	2	pcs	Lower Ball Joint Left	1,600.00		3,200.00
	1	lot	Camber Alignment	1,300.00		1,300.00
	1	set	Brake Shoe/ Master	2,300.00		2,300.00
	2	pcs	Wheel Cylinder	1,200.00		2,400.00
	1	pc	Wheel Bearing LH	-		-
	1	pc	3M Brake Cleaner	-		-
	1	pc	Brake Fluid 900 ml.	350.00		350.00
	1	lot	Machine Shop (Balljoint, Bushing & Bearing)	-		-
	1	lot	Labor for installation Arm Bushing & Ball Joint	3,500.00	3,500.00	
	1	lot	Labor for installation Brake Shoe, Wheel Cylinder	1,200.00	1,200.00	
			xxxxxxxxxxxxxx nothing follows xxxxxxxxxxxxxxxx	Total-L&M	4,700.00	15,550.00
			Less: TAX	Grand Total	20,250.00	
			VAT (5%/1.12) (L&M)	904.02		
			EWT (1%/1.12) (Materials)	138.84	1,042.86	
			PR No. 21-0303-0024 (50213060)	Total - Net	19,207.14	
			Requesting Unit: LHIO Western Pangasinan	of Tax		

- 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.
 - 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 service from 9:00AM to 11:30 AM and 1:30pm to 3:00PM during Mon/Wed/Fri (MWF).
 - All items 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).

7. 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: JO 21-0303-0024
Funds Available in the amount of: EDWARD Q. ESPIRITU
JOSE A. MONES AO IV / OIC-OFMS Chief
Fiscal Controller III

With in the COB: cy 2021
Expense Code: 50213060
Bdget: 20,250
Remarks: WP LHIO

APPROVED:
DENNIS B. ADRE
Regional Vice President

Received copy of J.O. on

Date

CONFORME:
Signature over Printed Name
of Supplier / Representative