



Republic of the Philippines  
PHILIPPINE HEALTH INSURANCE CORPORATION

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

RECEIVED BY: MB  
Work Order No.: 21 22

Date: 6/28/2021

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	
			Repair and maintenance of Isuzu Crosswind CS 3662		Labor	Parts
	6	ltrs	Motul Multipower 15w50	545.00		3,270.00
	1	pc	Oil Filter C-207	385.00		385.00
	1	pc	Fuel Filter FC 208-A	365.00		365.00
	2	pcs	Lower Ball Joint	1,980.00		3,960.00
	2	pcs	Upper Ball Joint	1,980.00		3,960.00
	1	pc	3M Brake Cleaner	430.00		430.00
			Labor for Change Oil		357.00	
			Labor for Replace Fuel Filter		200.00	
			Labor for Check-up and Clean 4 Wheel Brakes		410.00	
			Labor for Replace Upper & Lower Ball Joint Lh & Rh		1,492.00	
			xxxxxxxxxxxxxxxx nothing follows xxxxxxxxxxxxxxxx	TOTAL - L&M	2,459.00	12,370.00
			Less: TAX	GrandTotal	14,829.00	
			VAT (5%/1.12) (labor & materials)	662.01		
			EWT (1%/1.12) (materials)	110.45		
			EWT (2%/1.12) (labor)	43.91	816.37	
			PR No. 21-0623-0144	Total - Net of Tax	14,012.63	
			Requesting Unit: LHIO Eastern Pangasinan			

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.

Very truly yours,

CYNTHIA S. SANTOS

Division Chief IV / MSD Chief

Certified Budget Available:

Funds Available in the amount of: 14,829.00

JOSE A. MONES  
Fiscal Controller III

EDWARD Q. ESPIRITU  
AO IV / OIC-OFMS Chief

APPROVED:

DENNIS B. ADRE  
Regional Vice President

With in the COB:

Expense Code:

Budget:

Remarks:

CY 2021  
5013060  
14,829.00  
MOOP/ASS-GSU

Received copy of J.O. on

7-2-21  
Date

CONFORME:

RODOLFO A. RAMOS  
Signature over Printed Name  
of Supplier / Representative