



Republic of the Philippines
PHILIPPINE HEALTH INSURANCE CORPORATION

JOB ORDER

(Non - Inventoriable Items)

OFFICE/DEPARTMENT: PRO 1

COMMISSION ON AUDIT
AUDIT TEAM R1-04 (PHIC Group)
DEC 06 2021
Work Order No.: 21_55
RECEIVED BY: [Signature] Date: 11/24/2021
Term of Payment: Charge
Mode of Procurement: Negotiated Procurement-
Small Value Procurement

Supplier: **CJ FERNANDEZ ENTERPRISES INC.**

Address: **59 Caranglaan District, Dagupan City**

Tel. Fax No.: **515-7181 / 523-4459**

Supplier Registered with: **000-279-453-004 V**

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 Toyota Innova, SLD 690		
	7	ltrs	Engine Oil	248.00	1,736.00
	1	pc	Oil Filter	300.00	300.00
	1	pc	Flushing Oil	210.00	210.00
	1	pc	Labor: Change Oil	210.00	210.00
	4	pc	Labor: Check-up brakes/adjust brakes	175.00	700.00
			XXXXXXXXXXXXXXXXXXXX nothing follows XXXXXXXXXXXXXXXXXXXX	TOTAL-L&M	3,156.00
			Less: TAX		
			VAT (5%/1.12)		140.89
			PR No. 21-1115-0216		
			Requesting Unit: GSU	Total - Net of Tax	3,015.11

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: 3156

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:

Bdget:

Remarks:

Received copy of J.O. on

Date

CONFORME:

Signature over Printed Name
of Supplier / Representative