

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

Supplier: RAP-RAP CAR AIRCON PARTS AND SERVICE  
Address: Caranglaan District, Dagupan City, Pangasinan  
Tel. Fax No.: 0926-3551383  
Supplier Registered with: 179-727-638-001 NV

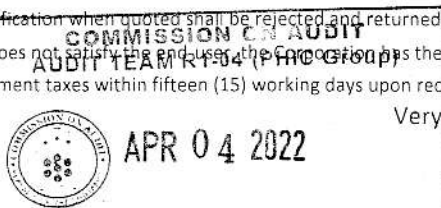
Work Order No.: 22\_06  
Date: 3/28/2022  
Term of Payment: Charge  
Mode of Procurement: Negotiated Procurement-  
Small Value Procurement

Please deliver to this office within 2 days from receipt hereof the following:

NO.	QTY	UNIT	SERVICE DETAILS	UNIT PRICE	TOTAL AMOUNT
	1	pc	Repair and Maintenance of Isuzu Crosswind SAB 4454		
	1	pc	Evaporator Coil	4,100.00	4,100.00
	2	pcs	Condenser	5,500.00	5,500.00
	1	pc	Expansion Valve	1,200.00	2,400.00
	10	pcs	Drier	700.00	700.00
			Oring	30.00	300.00
Total - Materials					13,000.00
			Labor: pulldown two evaporator coil		
			Labor: cleaning & flushing	2,800.00	2,800.00
			Labor: vacuum cooling system		
			Labor: recharge freon		
XXXXXXXXXXXXXXXXXXXX nothing follows XXXXXXXXXXXXXXXXXXXX				TOTAL-L&M	15,800.00
Less: TAX					
VAT (1%)				158.00	
EWT (2%)				316.00	474.00
PR No. 22-0311-0067 (50213060)				Total - Net of Tax	15,326.00
Requesting Unit: GSU					

**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 Commission 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,

By the authority of the MSD Chief

**CYNTHIA S. SANTOS**

Division Chief IV / MSD Chief

**SALLY S. GOMEZ**

Certified Budget Available:	Funds Available in Budget:
JOSE A. MONES Fiscal Controller III	EDWARD Q. ESPIRITU AO IV / OIC-OFMS Chief
MARIMEL C. BRAVO FISCAL CONTROLLER II	JOSE A. MONES Fiscal Controller III
With in the COB: <u>CY2022</u>	
Expense Code: <u>50213060</u>	
Bdget: <u>15,800</u>	
Remarks:	

APPROVED:
<b>DENNIS B. ADRE</b> Regional Vice President

Received copy of J.O. on

*Reden Parayon*

APRIL 01-2022  
Date

CONFORME:

Signature over Printed Name  
of Supplier / Representative