Republic of the Philippines

PHILIPPINE HEALTH INSURANCE CORPORATION

POMM-P- 007

JOB ORDER

(Non - Inventoriable Items)

OFFICE/DEPARTMENT: PRO 1

Supplier: MAGMA AUTO CARE CENTER

Address: San Fernando City, La Union

Tel. Fax No.: 619-2949/ 0932-8579218

Supplier Registered with: 131-944-715-003 V

Work Order No.: 22_46

Date: 11/2/2022

Term of Payment: Charge

Mode of Procurement: Negotiated Procurement-Small Value Procurement

Please deliver to this office within 3 days from receipt hereof the following:

NO.	QTY	UNIT	SERVICE DETAILS	UNIT PRICE	TOTAL AMOUNT
			Repair and Maintenance of Toyota Innova SHU-882 General Cleaning of Aircon (Labor and Materials)	7,800.00	7,800.00
			xxxxxxxxxxxxxxxxx nothing follows xxxxxxxxxxxxxxxxx	TOTAL-L&M	7,800.00
			Less: TAX VAT (5%/1.12)		348.21
			PR No. 22-1028-0276 (50213060) Requesting Unit: LHIO La Union	Total - Net of Tax	7,451.79

Terms & Conditions:

1. 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.
2. 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.
3. 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.
4. Delivery Receipt and Sales Invoice shall be required for one-time complete delivery of the goods.
5. Defective, incompatible or non-compliant of goods as to specification when quoted shall be rejected and returned at the time of delivery.
6. 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 Acceptence and Inspection Report.

Very truly yours,

CYNTHIA A. SANTOS

Division Chief IV / MSD Chief **By the Authority of the RVP:**

Budget Available: ~~Funds Available~~ in the amount of: 7,800

JOSE A. MONES
Fiscal Controller III

EDWARD Q. ESPIRITU
AO IV / OIC-OFMS Chief

APPROVED:

NOV 02 2022

JOSEPHINE Q. QUITON

DENNIS B. ADRE
Regional Vice President

Authority COB:	CY 2022
Expense Code:	50213060
Budget:	7,800
Remarks:	ASC / GSU

Received copy of J.O. on 11-4-22
Date

CONFORME:

Signature over Printed Name of Supplier / Representative

COMMISSION ON AUDIT
AUDIT TEAM R1-04 (PHIC Group)

NOV 07 2022

RECEIVED BY: