



Republic of the Philippines  
PHILIPPINE HEALTH INSURANCE CORPORATION

POMM-P- 007

JOB ORDER

(Non - Inventoriable Items)

OFFICE/DEPARTMENT: PRO 1

Supplier: GNS TIRE AND SERVICE CENTER, INC.

Address: 006 Lucao Dist., Dagupan City

Tel. Fax No.: (075) 522-1044; (075) 515-6841

Supplier Registered with: 006-016-737-000 V

Work Order No.: 23\_01

Date: 1/25/2023

Term of Payment: Charge

Mode of Procurement: Negotiated Procurement-  
Small Value Procurement

Please deliver to this office within 1 week from receipt hereof the following:

NO.	QTY	UNIT	SERVICE DETAILS	UNIT PRICE	TOTAL AMOUNT	
					Labor	Materials
	2	pcs	Repair and Maintenance of Toyota Innova SLD-688	2,900.00		5,800.00
			Wheel Bearing	1,900.00	1,900.00	-
			Press out and in front wheel bearing	1,200.00	1,200.00	
			Labor: wheel bearing replace, pulldown and install			
			XXXXXXXXXXXXXXXXXXXX nothing follows XXXXXXXXXXXXXXXXXXXX	TOTAL	3,100.00	5,800.00
				GRAND TOTAL	8,900.00	
			Less: TAX			
			VAT (5%/1.12)			397.32
			PR No. 23-0118-0006 (50213060)	Total - Net of Tax	8,502.68	
			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 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.

AUDIT TEAM R1-04 (PHIC C...

Very truly yours,

CYNTHIA S. SANTOS  
Division Chief IV / MSD Chief

Certified Budget Available:

Funds Available in the amount of: 8,900.00

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:

Bdget:

Remarks:

CY 2023  
0213060/ST0310  
8,900.00  
ASC/GSU

Received copy of J.O. on

01-27-2023

Date

CONFORME:

Signature over Printed Name  
of Supplier / Representative