



Republic of the Philippines  
PHILIPPINE HEALTH INSURANCE CORPORATION

POMM-P-007

JOB ORDER

(Non - Inventoriable Items)

OFFICE/DEPARTMENT: PRO 1

Supplier: **CJ FERNANDEZ ENTERPRISES, INC.**

Address: **Lucao District, Dagupan City, Pangasinan**

Tel. Fax No.:

Supplier Registered with: **000-279-453-006 V**

Work Order No.: **23\_06**

Date: **2/16/2023**

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
	1	pc	Repair and Maintenance of Toyota Hiace SHY-918			
	1	pc	Timing Belt	2,500.00		2,500.00
	1	pc	Tensioner Bearing	2,300.00		2,300.00
	1	pc	Tensioner	2,300.00		2,300.00
			Labor for Replacement of Timing Belt	2,000.00	2,000.00	
			XXXXXXXXXXXXXXXXXXXX nothing follows XXXXXXXXXXXXXXXXXXXX	TOTAL	2,000.00	7,100.00
				GRAND TOTAL		9,100.00
			Less: TAX			
			VAT (5%/1.12)			406.25
			PR No. 23-0214-0045 (50213060)			
			Requesting Unit: GSU	Total - Net of Tax		8,693.75

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.
- 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).
- ayment shall be made in full subject to corresponding government taxes within fifteen (15) working days upon receipt of Certificate of Acceptance and Inspection Report.

THE AUTHORITY OF the Budget Officer

Very truly yours,

MP. AQUINO  
CU

CYNTHIA S. SANTOS  
Division Chief IV / MSD Chief

Certified Budget Available:	Funds Available in the amount of: <u>9,100.00</u>	APPROVED:
JOSE A. MONES Fiscal Controller III	EDWARD Q. ESPIRITU AO IV / OIC-OFMS Chief	DENNIS B. ADRE Regional Vice President
With in the COB: <u>CY 2023</u>		By the Authority of the RVP:
Expense Code: <u>50213060</u>		<b>FEB 17 2023</b>
Bdget:		JOSEPHINE Q. QUITON Division Chief - RVP
Remarks:		
Received copy of J.O. on	<u>2/25/2023</u> Date	CONFORME: <u>CYNTHIA S. SANTOS</u> Signature over Printed Name of Supplier / Representative

