Republic of the Philippines
PHILIPPINE HEALTH INSURANCE CORPORATION

POMM-P-007

# JOB ORDER

(Non - Inventoriable items)
OFFICE/DEPARTMENT: PRO 1

Supplier: CASIANO GAS SERVICE STATION
Address: Brgy.16, San Nicolas, Ilocos Norte
Tel. Fax No. 781-3344
Supplier Registered with: 168-898-623-002 V

Work Order No.: 23_34
Date: 7/4/2023
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 |
|---|---|---|---|---|---|
| | | | Periodic Maintenance for Toyota Innova SFH-812 | | |
| | | | Materials | | |
| | 7 | ltrs | Engine Oil | 295.00 | 2,065.00 |
| | 1 | pc | Oil Filter | 260.00 | 260.00 |
| | 1 | ltr | Brake Fluid | 230.00 | 230.00 |
| | | | Labor | | |
| | 1 | lot | Change Oil | 450.00 | 450.00 |
| | | | xxxxxxxxxxxxxxxxxx nothing follows xxxxxxxxxxxxxxxxxx | TOTAL-L&M | 3,005.00 |
| | | | Less: TAX | | |
| | | | VAT (5%/1.12) | | 134.15 |
| | | | EWT (2%/1.12) | | 53.66 |
| | | | PR No. 23-0629-0207 (50213060) | Total - Net of Tax | 2,817.19 |
| | | | Requesting Unit: LHIO Ilocos Norte | | |

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 (J.O.)
7. 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
7/4/2023
SALLY S. GOMEZ

CYNTHIA S. SANTOS
Division Chief IV / MSD Chief

Certified Budget Available — Funds Available in the amount of: 3,005.

JOSE A. MONES
Fiscal Controller III

EDWARD Q. ESPIRITU
AO IV / OIC-OFMS Chief

| | |
|---|---|
| Within the COB | 2023 |
| Expense Code | 50213060 / 570BLO |
| Budget | ₱3,005.00 |
| Remarks | LHIO-IN |

APPROVED:

DENNIS B. ADRE
Regional Vice President

JUL 04 2023
By: JANETTE D. MANAOIS, MD
MEDICAL SPECIALIST IV
OIC-ORVP

CONFORME:
[signature]
Signature over Printed Name of Supplier / Representative

Received copy of J.O. on 7-10-23
Date

COMMISSION ON AUDIT
AUDIT TEAM R1-04 (PHIC Group)
JUL 10 2023
RECEIVED BY: