



Republic of the Philippines
PHILIPPINE HEALTH INSURANCE CORPORATION

POMM-P-007

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

Supplier: C.A.B. CAR CARE
Address: Brgy. Banaoang, De Venecia Road, Calasiao, Pangasinan
Tel. Fax No.: 0917-9738454
Supplier Registered with: 942-191-889-000 NV

Work Order No.: 23_61
Date: 11/8/2023
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
	7	ltrs	Repair and Maintenance of Toyota Innova SLD-688		
	1	pc	Engine Oil	400.00	2,800.00
			Oil Filter	500.00	500.00
			Buffing Headlight	1,000.00	1,000.00
			Labor: change oil	300.00	300.00
			XXXXXXXXXXXXXXXXXXXX nothing follows XXXXXXXXXXXXXXXXXXXX		
			TOTAL		4,600.00
			GRAND TOTAL		4,600.00
			Less: TAX		
			NVAT (3%)		138.00
			EWT (2%)		92.00
			PR No. 23-1025-0311 (50213060)		
			Requesting Unit: GSU		
			Total - Net of Tax		4,370.00

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.

BY THE AUTHORITY OF THE BUDGET OFFICER

AYKIMP. AQUINO
FC II

Very truly yours,

CYNTHIA S. SANTOS
Division Chief IV / MSD Chief

Certified Budget Available: Funds Available in the amount of: <u>4,600</u>		APPROVED:
JOSE A. MONES Fiscal Controller III	EDWARD Q. ESPIRITU FC IV / FMS Chief	<u>DENNIS B. ADRE</u> Regional Vice President
With in the COB: <u>2023</u>	By the Authority of the FMS Chief:	
Expense Code: <u>50218060 / JOB 1</u>	<u>JOSE A. MONES</u>	
Budget: <u>4,600.00</u>	Fiscal Controller III	
Remarks: <u>ASS/GM</u>	<u>11/8/23</u>	
Received copy of J.O. on	<u>12/29/23</u> Date	CONFORME: <u>RONALD BAUTISTA</u> Signature over Printed Name of Supplier / Representative

