



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\_62  
Date: 11/8/2023  
Term of Payment: Charge  
Mode of Procurement: Negotiated Procurement-  
Small Value Procurement

Please deliver to this office within 1-2 weeks from receipt hereof of the following:

NO.	QTY	UNIT	SERVICE DETAILS	UNIT PRICE	TOTAL AMOUNT
	1	set	Repair and Maintenance of Toyota Innova SLD-690 General Cleaning/ Dual AC/ Dashboard Works Freon Labor Oil Compressor Flushing Clutch Hub Assy Replace Clutch Hub Assy (Labor) XXXXXXXXXXXXXXXXXXXX nothing follows XXXXXXXXXXXXXXXXXXXX	4,500.00 4,500.00 500.00 TOTAL	4,500.00 4,500.00 500.00 9,500.00
			Less: TAX NVAT (3%) EWT (2%)		285.00 190.00
			PR No. 23-1027-0314 (50213060) Requesting Unit: GSU	Total - Net of Tax	9,025.00

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

JOSE A. MONES  
Fiscal Controller III  
FC II

Very truly yours,

CYNTHIA S. SANTOS  
Division Chief IV / MSD Chief

Certified Budget Available:

Funds Available in the amount of: 9,500.00

JOSE A. MONES  
Fiscal Controller III

EDWARD Q. ESPIRITU  
FC IV / FMS Chief

With in the COB:

Expense Code:

Budget:

Remarks:

2023  
50213060/NOB 1  
9,500.00  
Adm/Gen

By the Authority of the FMS Chief:

JOSE A. MONES  
Fiscal Controller III  
11/8/23

APPROVED:

DENNIS B. ADRE  
Regional Vice President

NOV 08 2023

CONFORME:

Signature over Printed Name  
of Supplier / Representative

Received copy of J.O. on

11.15.23  
Date

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



NOV 15 2023

RECEIVED BY: Don