Republic of the Philippines
PHILIPPINE HEALTH INSURANCE CORPORATION

POMM-P-007

JOB ORDER

(Non - Inventoriable Items)

OFFICE/DEPARTMENT: PRO 1

Supplier: AUTO-MEKANIKO MULTI TRADE CORPORATION
Address: Brgy.1, San Francisco, San Nicolas, Ilocos Norte
Tel. Fax No.: 670-6365
Supplier Registered with: 408-758-796-000 V

Work Order No.: 23_26
Date: 5/29/2023
Term of Payment: Charge
Mode of Procurement: Negotiated Procurement-Small Value Procurement

Please deliver to this office within 2 days from receipt hereof the following:

NO.	QTY	UNIT	SERVICE DETAILS	UNIT PRICE	TOTAL AMOUNT
			Repair and Maintenance of Toyota Innova SFH-812		
	1	pc	2SMF Motolite Gold	6,800.00	6,800.00
	1	lot	Labor (Battery Installation)	0.00	0.00
			xxxxxxxxxxxxxxxxxx nothing follows xxxxxxxxxxxxxxxxxx	TOTAL	6,800.00
				GRAND TOTAL	6,800.00
			Less: TAX		
			VAT (5%/1.12)		303.57
			EWT (2%/1.12)		121.43
			PR No. 23-0526-0185 (50213060) Requesting Unit: LHIO Ilocos Norte	Total - Net of Tax	6,375.00

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 (JO).
7. Payment shall be made in full subject to corresponding government taxes within fifteen (15) working days upon receipt of Certificate of Acceptence and Inspection Report.

Very truly yours,

By the authority of the MSD Chief

CYNTHIA S. SANTOS
Division Chief IV / MSD Chief

SALLY S. GOMEZ

Certified Budget Available:

JOSE A. MONES
Fiscal Controller III

Funds Available in the amount of: 6,800-

EDWARD Q. ESPIRITU
AO IV / OIC-OFMS Chief

Within the COB: 27th
Expense Code: 50212060/ 5000 00
Amount: ₱ 6,800.00
Remarks: LHLO-IN

APPROVED:

DENNIS B. ADRE
Regional Vice President

MAY 29 2023

By: [illegible] ARZADON, M.D.
[illegible] / Chief, RCDMD
OIC-ORVP

Received copy of J.O. on June 1, 2023
Date

CONFORME:
MA. ANGELICA [illegible]
Signature over Printed Name of Supplier / Representative

COMMISSION ON AUDIT
AUDIT TEAM R1-04 (PHIC Group)
JUN 01 2023
RECEIVED BY: ag