



Republic of the Philippines
PHILIPPINE HEALTH INSURANCE CORPORATION

POMM-P- 007

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

Supplier: GNS TIRE AND SERVICE CENTER, INC.
Address: 006 Lucao District, Dagupan City, Pangasinan
Tel. Fax No.: (075) 523-9828
Supplier Registered with: 006-016-737-000 V

Work Order No.: 24_01
Date: 1/29/2024
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 Hiace SHY-918		
	1	pc	Engine Oil	695.00	4,865.00
			Oil Filter	514.00	514.00
			Labor: Change oil	321.00	321.00
			XXXXXXXXXXXXXXXXXXXX nothing follows XXXXXXXXXXXXXXXXXXXX	TOTAL	5,700.00
			Less: TAX		
			VAT (5%/1.12)		254.46
			PR No. 24-0123-0013 (50213060)	Total - Net of Tax	5,445.54
			Requesting Unit: GSU		

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.

Very truly yours,

CYNTHIA S. SANTOS
Division Chief IV / MSD Chief

Certified Budget Available: JOSE A. MONES Fiscal Controller III	Funds Available in the amount of: <u>5,700.00</u> EDWARD Q. ESPIRITU FC IV / FMS Chief	APPROVED: DENNIS B. ADRE Regional Vice President MARICAR M. ARZADON, M.D. MOVI Chief, HCCMD OIC-OROP
With in the COB: <u>2024</u> Expense Code: <u>50213060</u> Budget: <u>5,700.00</u> Remarks: <u>Ass/Asu</u>	Received copy of J.O. on <u>29-24</u> Date	CONFIRMED: JACKIE LO Signature over Printed Name of Supplier / Representative

