

Republic of the Philippines  
PHILIPPINE HEALTH INSURANCE CORPORATION

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

Supplier: MOTORPLAZA, INC.  
Address: Brgy. Nalsian, Calasiao, Pangasinan  
Tel. Fax No.: 523-1230  
Supplier Registered with: 000-252-124-000 V

COMMISSION ON AUDIT  
AUDIT TEAM R1-04 (PHIC Group)  
MAY 07 2024  
POMM-P-007  
RECEIVED BY: as  
Work Order No.: 24\_16  
Date: 4/15/2024  
Term of Payment: Charge  
Mode of Procurement: Direct Contracting

Please deliver to this office within 7 days from receipt hereof the following:

NO.	QTY	UNIT	SERVICE DETAILS	UNIT PRICE	TOTAL AMOUNT
			Repair and Maintenance of Mitsubishi L300 FBYO N140 (15,000km check-up) & YO L145 (20,000km check-up)		
1	14	ltrs.	Mineral Oil, Diesel	295.00	4,130.00
2	2	pc.	Oil Filter	410.00	820.00
3	2	pcs.	Drain Plug	112.00	224.00
4	2	pcs.	Part Kit	2,800.00	5,600.00
5	1	can	Brake Cleaner	230.00	230.00
6	1	pc.	Sand Paper (SP 120)	15.00	15.00
7	1	pc.	Stop Squel	595.00	595.00
8	1	pc.	Fuel Filter	3,205.00	3,205.00
9	1	pc.	Air Cleaner	2,036.00	2,036.00
10	2	units	Misc. Fee	300.00	600.00
11	2	units	Labor:	950.00	1,900.00
			XXXXXXXXXXXXXXXXXXXX nothing follows XXXXXXXXXXXXXXXXXXXX		
			<b>Less: TAX</b>		
			VAT (5%/1.12)		864.06
			EWT (2%/1.12)		345.63
			<b>PR No. 24-0320-0144; 24-0320-0145 (50213060)</b>		
			<b>Requesting Unit: PRO 1 GSU</b>		
			<b>TOTAL</b>		<b>19,355.00</b>
			<b>Total - Net of Tax</b>		<b>18,145.31</b>

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: 19,355.00  
Funds Available in the amount of: 19,355.00  
JOSE A. MONES  
Fiscal Controller III  
EDWARD Q. ESPRITU  
FC IV / FMS Chief  
With in the COB: 2024  
Expense Code: 50213060 / CMB 10  
Budget: P 19,355.00  
Remarks: ASC / GSU

APPROVED:  
DENNIS B. ADRE  
Regional Vice President  
APR 16 2024

Received copy of J.O. on 4.29.24  
Date  
CONFORME:  
LOMY PAREJO  
Signature over Printed Name  
of Supplier / Representative