

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

Work Order No.: 24_37
Date: 7/29/2024
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
1	1	gal.	Periodic Maintenance of Mitsubishi L300 Y0-N140 Mineral Oil	1,180.00	1,180.00
2	2	liters	Mineral Oil	295.00	590.00
3	1	pc.	Oil Filter	410.00	410.00
4	1	pc.	Drain Plug Gasket	112.00	112.00
5	1	pc.	Part Kit	2,800.00	2,800.00
6	1	pc.	Aircon Additive	1,674.00	1,674.00
7	1	pc.	Automotive Anti-bacterial treatment	995.00	995.00
8	1	lot	Miscellaneous Fee	300.00	300.00
9	1	lot	Labor: Perform 15,000 km. PMS	950.00	950.00
XXXXXXXXXXXXXXXXXXXX nothing follows XXXXXXXXXXXXXXXXXXXX				TOTAL	9,011.00
Less: TAX					
VAT (5%/1.12)					402.28
EWT (2%/1.12)					160.91
PR No. 24-0712-0319 (50213060)				Total - Net of Tax	8,447.81
Requesting Unit: PRO 1					

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: Funds Available in the amount of: 9,011.00

JOSE A. MONES
Fiscal Controller III

EDWARD Q. ESPIRITU
FC IV / FMS Chief

APPROVED:

DENNIS B. ADRE
Regional Vice President

With in the GOB: 07 2024
Expense Code: 50213060
Budget: 9,011.00
Remarks: AGS/GGV / SUPPLY 10

BY:

JOSEPHINE Q. QUTON
DCV, FID

CONFIRME:

Michael Valdez
Signature over Printed Name
of Supplier / Representative

Received copy of J.O. on

8-6-24
Date