

Republic of the Philippines  
PHILIPPINE HEALTH INSURANCE CORPORATION

POMM-P- 007

JOB ORDER

(Non - Inventoriable Items)

OFFICE/DEPARTMENT: PRO 1

Supplier: **TOYOTA DAGUPAN CITY, INC.**  
Address: **Diversion Road, San Miguel, Calasiao, Pangasinan**  
Tel. Fax No.: **(075) 517-3808/ 600-5301/ 522-5284**  
Supplier Registered with: **004-005-035-000 V**

Work Order No.: **24\_68**  
Date: **12/17/2024**  
Term of Payment: **Charge**  
Mode of Procurement: **Direct Contracting**

Please deliver to this office within 14 days from receipt hereof the following:

NO.	QTY	UNIT	SERVICE DETAILS	UNIT PRICE	TOTAL AMOUNT
1	6	gal.	Engine Oil	2,950.00	17,700.00
2	3	pcs.	Oil Filter	560.00	1,680.00
3	3	pcs.	Gasket	75.00	225.00
4	3	btl.	DSL Injector Cleaner	950.00	2,850.00
5	3	btl.	TWWF	125.00	375.00
6	3	btl.	Engine Flush	850.00	2,550.00
7	3	pcs.	Fuel Filter	1,120.00	3,360.00
8	3	pcs.	Aircon Filter	950.00	2,850.00
9	3	pcs.	Air Filter	1,560.00	4,680.00
10	3	units	Express Sanitation	1,100.00	3,300.00
11	3	units	Engine Decarbonizing	3,700.00	11,100.00
12	3	units	Toyota Car Care Service	1,375.00	4,125.00
13	3	units	Material Cost	2,100.00	6,300.00
14	3	units	Labor Cost	2,800.00	8,400.00
			XXXXXXXXXXXXXXXXXXXX nothing follows XXXXXXXXXXXXXXXXXXXXXXX	TOTAL	69,495.00
			Less:		
			VAT (5%/1.12)		3,102.46
			EWT (2%/1.12)		1,240.98
			PR No. 24-1205-0500 (50213060)		
			Requesting Unit: PRO 1		
			Purpose: Repair & Maintenance of Toyota Hiace ZOF		
			157, ZID 276, ZID 526	Total - Net of Tax	65,151.56

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 THE BUDGET OFFICER.

ARKIM A. AQUINO  
FC II

Very truly yours,

CYNTHIA S. SANTOS  
Division Chief IV / MSD Chief

Certified Budget Available:	Funds Available in the amount of:	APPROVED:
JOSE A. MONES Fiscal Controller III	EDWARD Q. ESPIRITU FC IV / FMS Chief	DENNIS B. ADRE Regional Vice President
With in the COB: 2024 Expense Code: 50213060 Budget: 69,495 Remarks: ASC/654-40610	JOSE A. MONES FISCAL CONTROLLER III	DEC 18 2024
Received copy of J.O. on	12-26-24 Date	CONFORME: Signature over Printed Name of Supplier / Representative

