



**JOB ORDER**  
INSURANCE COMMISSION  
1071 U.N. Avenue, Manila

Supplier : **JMEARVETTE Transport Services**  
Address : MRB Bldg. 20 U2039 Pilot Area, Commonwealth 2, Quezon City  
TIN : 153-271-731-000

J.O. No. 2020-11-088  
Date : 11 November 2020  
Mode of Procurement : Procurement under Emergency Cases (RA No. 9184)

Gentlemen:  
Please furnish this Office the following articles subject to the terms and conditions contained herein:

Place of Delivery : INSURANCE COMMISSION  
Date of Delivery : 16 to 20 November 2020

Delivery Term :  
Payment Term: Cash upon completion of service

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
N/A	Lot	Rental of motor vehicles • Travel Dates: 16 to 20 November 2020 • Travel Time: 4:00 AM (start of pick up) and 4:00 PM (departure for drop off) • No. of Passengers: Minimum of five (5) or eight (8) passengers per vehicle Location: Insurance Commission, 1071 United Nations Avenue, Ermita, Manila (Inclusive of driver and fuel; <u>exclusive of toll fees and taxes</u> )  <b>BREAKDOWN:</b> <del>16 November 2020</del> <del>NORTH 1: Bulacan, Valenzuela, Manila</del> P 6,000.00 <del>NORTH 2 (B): Bulacan, Quezon City, Manila (max. 5 passengers)</del> P 4,000.00  <del>17 November 2020</del> <del>NORTH 1: Bulacan, Valenzuela, Manila</del> P 5,500.00 <del>NORTH 2 (B): Bulacan, Quezon City, Manila (max. 5 passengers)</del> P 4,000.00  <del>18 November 2020</del> <del>NORTH 1: Bulacan, Valenzuela, Caloacan, Manila</del> P 5,500.00 <del>NORTH 2 (A): Bulacan, Quezon City, Manila</del> P 4,500.00  <del>19 November 2020</del> <del>NORTH 1: Bulacan, Valenzuela, Malabon, Caloacan, Manila</del> P 6,000.00 <del>NORTH 2 (A): Bulacan, Quezon City, Manila</del> P 4,500.00  <del>20 November 2020</del> <del>NORTH 1: Bulacan, Valenzuela, Malabon, Caloacan, Manila</del> P 6,000.00 <del>NORTH 2 (B): Bulacan, Quezon City, Manila (max. 5 passengers)</del> P 4,000.00  Gross Amount (Rentals Only): P 52,631.58 Less: 3% Percentage Tax P 1,578.95 2% EWT P 1,052.63 P 50,000.00	1		
<b>(Total Net Amount in Words) FIFTY THOUSAND PESOS only</b>					P 50,000.00

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed on the undelivered item/s.

Conforme:  
  
**ARVIN A. OLORVIDA**  
Signature over Printed Name of Supplier  
**11 November 2020**  
Date

Very truly yours,  
  
**REVELYN R. MOJICA**  
Signature over Printed Name of Authorized Official  
IC Division Manager, Administrative Division  
Designation

Fund Cluster : \_\_\_\_\_  
Funds Available : \_\_\_\_\_  
  
**PAMELA F. PITAG**  
Signature over Printed Name of Chief Accountant/Head of Accounting Division/Unit

ORS/BURS No. : 2020-11-0886  
Date: 11/11/2020  
Amount : P 52,631.58

COA-GAM 2015 APPENDIX 61  
11/19  
1:30