

JOB ORDER
 (Non-Inventoriable Items)

Supplier **VIAJERAS TOURS AND TRAVEL**
 Address Suite 211 Joncor Bldg., No. 1362 A. Mabini St., Ermita, Manila
 Tel.Fax No. 353-3973
 Supplier Registered with: **PHILHEALTH**

Job Order No.: **16-04-017**
 Date: April 14, 2016
 Terms of Payment: On Account
 Mode of Procurement: Small Value Procurement

Please deliver to this office within as per schedule upon approval of the following

NO.	QTY	UNIT	SERVICE DETAILS	UNIT PRICE	TOTAL AMOUNT
1	2	lots	60-Seater Bus Rental On 1.) April 25-28, 2016, Balai Isabel; Talisay, Batangas 1.) April 28-30, 2016, Balai Isabel; Talisay, Batangas For: Corcomm; 1st Information Caravan 2016 Destination: Citystate Center Bldg., Pasig to Balai Isabel; Talisay, Batangas and Vice Versa (Pick & Drop) 1st Pick up: April 25, 2016, 7:00am Pick up: April 28, 2016, 12:00nn 2nd Pick up: April 28, 2016, 7:00am Pick up: April 30, 2016, 12:00nn Note: Package includes of Driver, Fuel, Toll Fee, Parking Fee, Driver's meal, TV, DVD and Mic.	29,300.00	58,600.00
					58,600.00
LESS: EWT 3% 1,758.00 GMP 5% 2,930.00					4,688.00
					53,912.00
RIV # 16-0135 dtd. 03/21/16 PRID					

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 acknowledge 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. Supplier are advised to inform Procurement Section at least two (2) days before the delivery. Use of elevator shall only be from 09:00 to 11:30 a.m. and 1:30 to 3:00 p.m. during Mon/Wed/Fri (MWF). All item(s) shall be delivered and accepted by the PSMD at 15th Floor, Room 1501 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. With provision for a back-up unit in case of repair.
- The contracting parties undertake to comply with Office order No. 0018-2015 entitled "Reiteration of Philhealth No Gift Policy (Revision 1)" which is deemed incorporated into this Contract. No Philhealth personnel shall solicit, demand, or accept, directly or indirectly, any gift from any person, group or association, or juridical entity, whether from the public or private sector, at anytime, on or off the work premises where such gift is given in the course of official duties or in connection with any transaction which which may affect the functions of their office or influence the actions of directors or employees, or create the appearance of a conflict of interest.

Very truly yours,

[Signature]
ELY E. ROXAS

Administrative Officer III

Certified Budget Available:	Funds Available in the amount of:	Php58,600.00	APPROVED:
<i>[Signature]</i> CORAZON M. TABULAO Fiscal Controller III	<i>[Signature]</i> LILIA R. GARRIDO Fiscal Controller III		<i>[Signature]</i> ATTY. GILBERT G. KINTANAR Corporate Legal Counsel HEAD OF THE AGENCY or Authorized Representative
Within the COB: 2016	Expense Code: 864-00	Budget: 58,600	
Remarks: change to PRID			
Received copy of J.O on <u>APR. 22, 2016</u>			CONFORME: <i>[Signature]</i> LINDA MARY ANN ASONICA Print Name and Signature of Supplier/Representative