

JOB ORDER

(Non-Inventoriable Items)

Supplier **SYNERGYGRAFIX CORP.** Job Order No.: **16-05-024**
 Address 239 Octagon Ave., Brgy. Dela Paz, Pasig Date: May 5, 2016
 Tel.Fax No. 647-9154, 646-4374 Terms of Payment: On Account
 Supplier Registered with: PHILHEALTH Mode of Procurement: Small Value Procurement

Please deliver to this office within **15 calendars days** upon approval of the following
 includes the presentation of sample and approval of the end user

NO.	QTY	UNIT	SERVICE DETAILS	UNIT PRICE	TOTAL AMOUNT
1	150,000	pcs.	Duties and Responsibilities Flyers Specifications: Size: 4" x 8.5" Color: Full Colors Stock: Matte # 100 Pages: Two Side Print Process: Offset Printing Packaging: Flyers must be packed with Kraft paper as per distribution list and mummified with packaging tape for shipment purposes.	0.36	54,000.00
					54,000.00
			LESS: EWT 2% 964.29 GMP 5% 2,410.71		3,375.00
					50,625.00
			PR # 16-0195 dtd. 04/21/16 Cormar		

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 which in connection with any transaction 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:	Php54,000.00	APPROVED:
<i>[Signature]</i> CORAZON M. TABULAO Fiscal Controller III JO 05-03	<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:	Expense Code:	Budget:	remarks:
2016	767 00 / 18	₱ 34,000	/ CORMAR

CONFORME:

Received copy of J.O on _____

Print Name and Signature
 of Supplier/Representative

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(Non-Inventoriable Items)

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 Address: 239 Octagon Ave., Brgy. Dela Paz, Pasig Date: May 5, 2016
 Tel.Fax No. 647-9154, 646-4374 Terms of Payment: On Account
 Supplier Registered with: PHILHEALTH Mode of Procurement: Small Value Procurement

Please deliver to this office within 15 calendars days upon approval of the following
 includes the presentation of sample and approval of the end user

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1	150,000	pcs.	Duties and Responsibilities Flyers Specifications: Size: 4" x 8.5" Color: Full Colors Stock: Matte # 100 Pages: Two Side Print Process: Offset Printing Packaging: Flyers must be packed with Kraft paper as per distribution list and mummified with packaging tape for shipment purposes.	0.36	54,000.00
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very truly yours,

[Signature]
ELY E. ROXAS

Administrative Officer III

Certified Budget Available:	Funds Available in the amount of:	Php54,000.00	APPROVED:
<i>[Signature]</i> CORAZON M. TABULAO Fiscal Controller III JO 05-07	<i>[Signature]</i> LILIA B. GARRIDO Fiscal Controller III		<i>[Signature]</i> ATTY. GILBERT G. KINTANAR Corporate Legal Counsel HEAD OF THE AGENCY or Authorized Representative
Within the COB: <u>2016</u>	Expense Code: <u>767 00</u>	Budget: <u>₱ 54,000</u>	REMARKS: <u>1 COB/INT</u>
Received copy of J.O on <u>May 18, 2016</u>			CONFORME: <i>[Signature]</i> Print Name and Signature of Supplier Representative