

**J O B O R D E R**  
 (Non-Inventoriable Items)

Supplier: **SYNERGYGRAFIX CORP.** Job Order No.: **16-06-053**  
 Address: **239 Octagon Ave., Brgy. Dela Paz, Pasig** Date: **June 14, 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 **20 working days** upon approval of the following  
 upon provision of final layout and including the presentation of sample and approval of end user.

NO.	QTY	UNIT	SERVICE DETAILS	UNIT PRICE	TOTAL AMOUNT
1	200,000	pcs.	<b>Brochure for OFW's</b>  Specifications: Size: Spread: 12" x 8.5" (2 folds) Folded: 4" x 8.5" (3 panels) Paper Stock: Matte # 100 Process: Offset Printing 2 Side print Packaging: Brochures must be packed with Kraft paper as per distribution list and mummified with packaging tape for shipment purposes.	0.86	172,000.00
			LESS: EWT 2% 3,071.43 GMP 5% 7,678.57		172,000.00
					10,750.00
					<b>161,250.00</b>
			PR # 16-0412 dtd. 06/02/16 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,

*Ely E. Roxas*  
**ELY E. ROXAS**

Administrative Officer III

Certified Budget Available:	Funds Available in the amount of:	Php172,000.00	APPROVED:
<i>Completed</i> CORAZON M. TABULAO Fiscal Controller III 16-06-053	<i>Lilia R. Garrido</i> LILIA R. GARRIDO Fiscal Controller III		<i>Gilbert G. Kintanar</i> ATTY. GILBERT G. KINTANAR Corporate Legal Counsel HEAD OF THE AGENCY or Authorized Representative
Within the COB: 2016	Expense Code: 767-00 / 8	Budget: # 172,000 / Cormar	
remarks:			
Received copy of J.O on <u>6/17/16</u>	CONFORME:	<i>Gery Cabiling</i> Print Name and Signature of Supplier/Representative	