

**JOB ORDER**

(Non-Inventoriable Items)

Supplier: BUSINESS UN USUAL MEDIA SOLUTIONS INC.  
 Address: One Global Place, 25th St. 5th Ave. Bonifacio Global City, Taguig City  
 Tel. Fax No.: 899-2080 404-9546  
 Supplier Registered with: PHILHEALTH

Job Order No.: 17-01-008  
 Date: January 27, 2017  
 Terms of Payment: On Account  
 Mode of Procurement: Small Value Procurement

Please deliver to this office within 7 calendar days upon approval of the following

One (1) week upon providing inputs for final revisions

NO.	QTY	UNIT	SERVICE DETAILS	UNIT PRICE	TOTAL AMOUNT
1	1	LOT	<p><b>PROCUREMENT OF UNIVERSAL HEALTH CARE (UHC) AVP</b></p> <p>Specs:</p> <p>Infographics: Format 1920 x 1080 Full HD (mp4 format, .mov format, .am format. With stills (if necessary). Approximate running time: 2-3 minutes, voice over talent, for selection of clients, video editing, with voice over recording, with 2D/3D animation and graphics, with mixing and musical scoring, with editing and revisions, with subtitle. Scripwriting, for approval of clients, storyboard, for approval of clients, HD Capt (on CD) of the output once finalized. Format applicable to be played on LED wall, draft version can be presented thru links, can be played on LCD screens, Website/Youtube.</p> <p style="text-align: right;">LESS:</p> <p style="text-align: right;">EWT 2% 3,214.29 ✓                      GMP 5% 8,035.71 ✓</p> <p>PR #                      17-0024 did. 01/20/17 CORMAR</p>	180,000.00	180,000.00
					180,000.00
					11,250.00
					<b>168,750.00</b>

**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.
- Warranty Security of 1% of gross amount (Section 62. Warranty of 2016 Revised IRR of RA 9184).

Very truly yours,

*ELY E. ROXAS*  
 ELY E. ROXAS

Administrative Officer III

Certified Budget Available:	Funds Available in the amount of:	Php180,000.00	APPROVED:
<p><i>Corazon M. Tabulao</i>                  CORAZON M. TABULAO                  Fiscal Controller III</p>		<p><i>Lynne S. Arcenas</i>                  LYNNE S. ARCEÑAS                  Fiscal Controller III</p> <p>Feb 21/17                  P 180,000.-                  ABL 2017-01-012</p>	<p><i>Cherie Carmen B. Divina</i>                  CHERIE CARMEN B. DIVINA                  Head - SBAC &amp; Procurement Office                  HEAD OF THE AGENCY                  or Authorized Representative</p>
Within the COB:	2017		
Expense Code:	7307-20 / 2		
Budget:	₱ 180,000		
Remarks:			
<p>Received copy of J.O on <u>Eda Cabanez</u> <i>Feb. 3 2017</i></p>			<p>CONFORME:                  Print Name and Signature                  of Supplier/Representative</p>