

REPUBLIC OF THE PHILIPPINES
Philippine Health Insurance Corporation
 709 CityState Center Bldg.
 Shaw Blvd. Ergy. Oranbo, Pasig City
 TeleFax: 637-3158 637-4735

SBAC-PS-14

JOB ORDER
 (Non-Inventoriable Items)

Supplier: M & P PRODUCTIONS, CO.
 Address: 185 Alley 1, Project 6, Quezon City
 Tel.Fax No.: 456-0058

Job Order No.: 17-06-069
 Date: June 8, 2017
 Terms of Payment: On Account

Supplier Registered with: PHILHEALTH Mode of Procurement: Small Value Procurement

Please deliver to this office within Final Output - 5 days upon approval of final draft upon approval of the following

Note: 2.) 15-Second Version - within (5) days upon approval of final draft for version

NO.	QTY	UNIT	SERVICE DETAILS	UNIT PRICE	TOTAL AMOUNT
	3	units	<p>ONE (1) LOT PROCUREMENT OF MARKETING AD VIDEOS</p> <p>Specs:</p> <p>A. Final Output: Three (3) units of estimated/approximately 1-2 mins. (running time) video with 15/30 second version. File Format "mov., mp4, avi" in separate CD's can be played LCD/LED screens, Website/YouTube.</p> <p>B. Scope of Work - Directing, Video shoot; consider talent based on the script provide by the clients; consider production set-up; Location set-up; Location shoot (evaluate and consider location and permits) conduct of research and documentation (for Story B); consider rural areas; Documentation inspiring stories of how they live their daily lives in how Philhealth played an important role in their lives. Videos editing; Music for background; Voice Over recording, mixing and editing; Editing and revisions at least three (3) revisions and minor editing for each unit.</p> <p>C. Other requirements - Presentation and approval of talents (for videos with script) Presentation at storyliner (when necessary); Subtitle - english; allow client to conduct still shots of talents/interviews in their environment.</p>	750,000.00	750,000.00
			LESS:		750,000.00
			FWT 2% 13,392.86 -		48,875.00
			GMP 5% 33,482.14 -		703,125.00
			PK # 17-0330 dtd. 05/11/17 <i>com/Jul 7</i>		

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,

ELV E. ROXAS
 ELV E. ROXAS

Administrative Officer III

Certified Budget Available:	Funds Available in the amount of:	Php750,000.00	APPROVED:
<p><i>for 1/4</i></p> <p><i>MAKING COPY OF THE J.O. TO JUVY D. BALDOGO</i></p> <p><i>JUVY D. BALDOGO</i> Division Chief, AICD Comptrollership Department</p> <p><i>per approved budget</i></p>		<p><i>Arden de G. Ecleo</i> HEAD OF THE AGENCY or Authorized Representative</p>	
Within the COA:	<i>EX 2017</i>		
Expense Code:	<i>5127-00 (MVE)</i>		
Budget:	<i>250,000</i>		
Remarks:	<i>check # 2</i>		
<i>Chargeable to customer</i>			
Received copy of J.O on <u>June 27, 2017</u>		CONFORME:	<i>PAULA BITINCA LIM</i> Print Name and Signature of Supplier/Representative