

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

SBAC-PS-14

**JOB ORDER**  
 (Non-Inventoriable Items)

Supplier VJ7 PRINTING & PACKAGING INC.  
 Address VP Gomez St. Maysan, Valenzuela City  
 Tel.Fax No. 277-9513  
 Supplier Registered with: PHILHEALTH

Job Order No.: 17-09-119  
 Date: September 11, 2017  
 Terms of Payment: On Account  
 Mode of Procurement: Small Value Procurement

Please deliver to this office within 10 Calendar days upon approval of sample upon approval of the following

NO.	QTY	UNIT	SERVICE DETAILS	UNIT PRICE	TOTAL AMOUNT
1	300	pcs	<b>PRINTING OF INVITATION CARDS FOR THE CONDUCT OF THE 3rd PHILHEALTH ANTI-RED TAPE ACT (ARTA) CONFERENCE AND ISO CERTIFICATION AWARDDING CEREMONY</b>  SPECS: Size: 2.5 inches x 9 inches Paper Stock: Matte 220 Process: Full Color, 2 side print  PR # 17-0573 dtd. 09/06/17 CorMar	10.00	3,000.00
			LESS:		3,000.00
			EWT 2% 53.57 ✓		187.50
			GMP 5% 133.93 ✓		2,812.50

**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:	Php3,000.00	APPROVED:
<i>[Signature]</i> CORAZON M. TABULAO Fiscal Controller III	<i>[Signature]</i> LYNN S. ARCENAS Fiscal Controller III	9/13/17 93,000.00 ABC 2017-08-300	<i>[Signature]</i> DR. ISRAEL FRANCIS A. PARGAS HEAD/OIC-VP HEAD OF THE AGENCY or Authorized Representative
Within the CDB: 2017	Expense Code: 5729901012 / 2	Budget: 3,000.00 / CORMAR	
Remarks:			

Received copy of J.O on

Sept. 19, 2017

CONFORME:

*[Signature]*  
 EMILY VENTURA  
 Print Name and Signature  
 of Supplier/Representative