

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 **VIAJERAS TOURS & TRAVEL** Job Order No.: **17-12-171**
 Address Suite 206, Juncor Bldg. No. 1362 a. Mabini St. Ermita Manila Date: **December 14, 2017**
 Tel.Fax No. 743-8644 Terms of Payment: **On Account**
 Supplier Registered with: PHILHEALTH Mode of Procurement: **Small Value Procurement**

Please deliver to this office within As per schedule upon approval of the following

NO.	QTY	UNIT	SERVICE DETAILS	UNIT PRICE	TOTAL AMOUNT
1	2	LOTS	60-SEATER BUS RENTAL Specs: Pick-up: Citystate Centre, Pasig to Laurel, Batangas Date: December 20, 2017 @ 7:00 AM Pick-up: Laurel, Pampanga to Citystate Centre, Pasig December 21, 2017 @ 10:00 am	35,000.00	70,000.00
			LESS:		70,000.00
			EWT 5% 3,500.00 ✓		
			GMP 3% 2,100.00 ✓		5,600.00
					64,400.00 ✓
			PR # 17-0789 dtd. 12/06/17 CAG		

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:	Php70,000.00	APPROVED:
<i>Theresa M. Tinkoy</i> Theresa M. Tinkoy Fiscal Controller III	<i>Lynne S. Arcenas</i> LYNNE S. ARCENAS Fiscal Controller III	70,000.00	<i>for: Jude P. de la Serna</i> 12/29
Within the COB: 2017	Expense Code: 150299000 TRAVEL EXPENSE		Dr. Celestina Ma. Jude P. de la Serna Interim/OIC President and CEO
Budget: P 70,000.00	Remarks: changed to VP-CAG - other marketing activities UPD # 2017-1918		
Received copy of J.O on _____	CONFORME:	<i>Linda Mary Agu Agotilla</i> LINDA MARY AGU AGOTILLA Print Name and Signature of Supplier/Representative 03 JAN 2018	