

FROM :

FAX NO. :

27 Jul. 2018 10:03 P 001

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: **KNIT & TUCK MERCHANDISING**Job Order No.: **18-07-078**Address: **L2 B4 Ocean Park, Sauyo, Quezon City**Date: **July 19, 2018**Tel/Fax No. **455-8305**Terms of Payment: **On Account**Supplier Registered with: **PHILHEALTH**Mode of Procurement: **Small Value Procurement**

Please deliver to this office within **35 working days** upon approval of the following  
 Note: upon approval of final sample

NO.	QTY	UNIT	SERVICE DETAILS	UNIT PRICE	TOTAL AMOUNT
1	5,000	pcs	<b>PROCUREMENT OF 2019 PROMOTIONAL WALL CALENDAR</b> SPECS: Size: 22 inches x 34 inches Stock: Backpaper 80 lbs. Color: Full color (CMYK), one side print (all pages) No. of leaves: 13 only including cover page Process: Offset Printing Final Layout to be provided by client Binding: Wire-o binding with metal hanger (18 inches, all white with chipboard 30 backing of 2 inches (22 inches x 2 inches) Packaging shall be 20 pcs per bundle, wrapped in kraft paper. Warranty: (30) calendar days LESS: EWT 2% 8,839.29 ✓ CMP 5% 22,058.21 ✓ PR # 18-0311 dtd. 7/3/2018 Cor-Mor	99.00	495,000.00
					495,000.00
					30,937.50
					<b>464,062.50</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 08:00 to 11:30 a.m. and 1:30 to 3:00 p.m. during Mon/Wed/Fri (M/W/F). 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 (Retraction 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.
- Retention Fee of 1% of gross amount (GPPB Resolution No. 30-2017 of 2016 Revised IRR of RA 9184).

J.O. 07-021

Very truly yours,

ELY E. ROXAS

Administrative Officer II

Certified Budget Available: <b>16/12</b>		Funds Available in the amount of: <b>Php 495,000.00</b>	APPROVED:
<b>EDITHA D. RAMASTA</b> Fiscal Controller IV		<b>WILLIE M. BUNACOD</b> Fiscal Controller IV	<b>MARY ANN A. MALINIS</b> Head, SBAC HEAD OF THE AGENCY or Authorized Representative
Within the COS: <b>2018</b> Expense Code: <b>6024922-0 / 8</b> Budget Mechanism: <b>7495,000 - 1000000</b>			
Received copy of J.O. on <b>JULY 27, 2018 @ 10AM</b>			<b>LORENA ESCARAL</b> Print Name and Signature of Supplier/Representative