

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**

Supplier: **AVECILLA TRADING** Job Order No.: **18-10-102**  
 Address: **825 Lot 19 St. Jude Homes Molino VII, Bacoor, Cavite** Date: **October 2, 2018**  
 Tel.Fax No.: **788-5617** Terms of Payment: **On Account**  
 Supplier Registered with: **PHILHEALTH** Mode of Procurement: **Small Value Procurement**

Please deliver to this office within **30 working days upon approval of final sample** upon approval of the following

**Note: Including (5) working days for the presentation of sample.**

NO.	QTY	UNIT	SERVICE DETAILS	UNIT PRICE	TOTAL AMOUNT
1	400	units	ON THE GO UNIVERSAL BUS (OTG-USB) Specs: Capacity : 4GB Type : Swivel Color : Yellow Green Other Info: With individual Box Warranty : (30) calendar days	265.00	106,000.00
			LESS:		106,000.00
			EWT 2% 1,892.86 ✓		
			GMP 5% 4,732.14 ✓		6,625.00
					99,375.00
			18-0467 dtd. 09/12/18 OFF		

**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**

Administrative Officer III

Certified Budget Available:	Funds Available in the amount of:	Php106,000.00
<p><i>Confirma</i>  <b>CORAZON M. TABULAO</b>          Fiscal Controller III</p> <p><i>del 10/4/18</i>  <b>LYNNE S. ARCEBAS</b>          Fiscal Controller III</p>		
Within the COB:	2018	
Expense Code:	5029901002	
Budget:	P 106,000 / Sub#2	
Remarks:	change to OFF	
with approved PMP (10/1/18)		

APPROVED:

*Annex 10/4/18*  
**MARY ANN A. MALINIS**  
 Head, SBAC  
 HEAD OF THE AGENCY  
 or Authorized Representative

CONFORME:

Received copy of J.O on

*avecilla*  
**avecilla, elly c.**

Oct. 11, 2018

Print Name and Signature  
 of Supplier/Representative