



Republic of the Philippines  
PHILIPPINE HEALTH INSURANCE CORPORATION

JOB ORDER

(Non - Inventoriable Items)

OFFICE/DEPARTMENT: PRO 1

PHILHEALTH REGIONAL OFFICE I

COA

OCT 29 2018

POMM-P-007

Received By: MB  
Time: 10/22

Supplier: UNIVERSITY OF PANGASINAN, INC.

Address: Arellano St. Pantal, Dagupan City

Tel. Fax No.: 522-5635 (loc 145)

Supplier Registered with: 000-641-662-000 V

Work Order No.: 2018-55

Date: 10/19/2018

Term of Payment: Charge

Mode of Procurement: Negotiated Procurement-  
Small Value Procurement

Please deliver to this office within on October 24 - November 30, 2018 upon approval of final sample.  
Note: Additional      working days to submit for approval of text / sample.

NO.	QTY	UNIT	SERVICE DETAILS	UNIT PRICE	TOTAL AMOUNT
	36	personnel	Training Fee for the conduct of Training in Microsoft Excel for PRO 1 Employees		
	35	personnel	Excel Beginner (5 sessions @ 40 hours)	4,444.00	159,984.00
	19	personnel	Excel Advanced (5 sessions @ 40 hours)	4,444.00	155,540.00
			Excel Advanced Extra (5 sessions @ 40 hours)	4,444.00	84,436.00
			Note: Inclusive of MEALS (AM & PM Snacks, Lunch) in all sessions		
			XXXXXXXXXXXXXXXXXXXX nothing follows XXXXXXXXXXXXXXXXXXXX		
			Less: TAX		
			VAT (5%/1.12)	17,855.36	
			EWT (2%/1.12)	7,142.14	24,997.50
			PR No. 18-0925-0348		
			Requesting Unit: ITMS		
			TOTAL		399,960.00
			Total - Net of Tax		374,962.50

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 acknowledged 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. Suppliers are advised to inform Procurement Section at least two (2) days before the delivery. Use of elevator shall be from 9:00AM to 11:30 AM and 1:30pm to 3:00PM during Mon/Wed/Fri (MWF).
- All item/s shall be delivered and accepted by the Procurement Section at 15th Floor, Room 1503 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.
- In case the series of layout/design presented by the supplier does not satisfy the end-user, the Corporation has the right to cancel the Job Order (JO).
- Payment shall be made in full subject to corresponding government taxes within fifteen (15) working days upon receipt of Certificate of Acceptance and Inspection Report.

By the Authority of the BUDGET OFFICER

MARIMEL C. BRAVO  
FISCAL CONTROLLER III

By the authority of the MSD Chief

EDWARD Q. ESPIRITU

AO IV / ASS Chief

Very truly yours,

Certified Budget Available:

Funds Available in the amount of: 374,962.50

JOSE A. MONES

Fiscal Controller III

JANE C. RAGOS

FC IV / FMS Chief

BY THE AUTHORITY OF THE CHIEF, FMS

JOSE A. MONES  
FISCAL CONTROLLER III

APPROVED:

ALBERTO C. MANDURIAO

Regional Vice President, PRO1,  
By the Authority of the RVP  
Cynthia S. Santos  
Division Chief IV / MCP Office  
DIC - ORVP, PRO1

With in the COB:

Expense Code:

Object

Remarks:

CONFORME: 30. 1 10/22/18