COMMISSION ON AUDIT
AUDIT TEAM R1-04 (PHIC Group)
JUL 01 2019
POMM-P-007
RECEIVED BY:

Republic of the Philippines
PHILIPPINE HEALTH INSURANCE CORPORATION

JOB ORDER
(Non - Inventoriable Items)

OFFICE/DEPARTMENT: PRO 1

Supplier: THE TALKSHOP LEARNING & TRAINING CENTER
Address: Torre De Salceo Cond., 184 Salcedo St., LV., San Lorenzo, Makati City
Tel. Fax No.: (02) 894-5588 / 501-5427 / 0917-790-5588
Supplier Registered with: 145-953-568-000 V

Work Order No.: 19-25
Date: 6/21/2019
Term of Payment: Charge
Mode of Procurement: Negotiated Procurement-Small Value Procurement

Please deliver to this office within July 23-24, 2019 (1st batch) and July 25-26, 2019 (2nd batch)
Note: Additional _____ working days to submit for approval of text / sample.

NO.	QTY	UNIT	SERVICE DETAILS	UNIT PRICE	TOTAL AMOUNT
	2	batches (2 days/batch)	TRAINING FEE For the conduct of Stress and Time Management Training for PRO 1 Officers/Supervisors and Next in Rank Supervisors	80,000.00	160,000.00
			xxxxxxxxxxxxxx nothing follows xxxxxxxxxxxxxx	TOTAL	160,000.00
			Less: TAX VAT (5%/1.12) EWT (2%/1.12)	7,142.86 2,857.14	10,000.00
			PR No. 19-0530-0301 Requesting Unit: HRU	Total - Net of Tax	150,000.00

Terms & Conditions:

1. 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.
2. 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
3. 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.

4. Delivery Receipt and Sales Invoice shall be required for one-time complete delivery of the goods.
5. Defective, incompatible or non-compliant of goods as to specification when quoted shall be rejected and returned at the time of delivery.
6. 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).
7. Payment shall be made in full subject to corresponding government taxes within fifteen (15) working days upon receipt of Certificate of Acceptence and Inspection Report.

Very truly yours,

CYNTHIA S. SANTOS
Division Chief IV / MSD Chief

Certified Budget Available:

JOSE A. MONES
Fiscal Controller IV

Funds Available in the amount of: 160,000.00

JANE C. RAGOS
FC IV / FMS CHIEF

APPROVED:

ALBERTO C. MANDURIAO
Regional Vice President

6/24/19
Maricar M. Arzadon, M.D.
Medical Officer VII
OIC-RVP, PRO 1

[illegible]
Expenses Code
Budget
Remarks

CONFORME:
SHEILA VIESCA

Received copy of J.O. on 6/26/19