COMMISSION ON AUDIT
AUDIT TEAM R1-04 (PHIC Group)
JUL 02 2019
RECEIVED BY: [illegible]

Republic of the Philippines
PHILIPPINE HEALTH INSURANCE CORPORATION

POMM-P-007

JOB ORDER
(Non - Inventoriable Items)

OFFICE/DEPARTMENT: PRO 1

Supplier: CIVIL SERVICE COMMISSION, Regional Office 1
Address: San Fernando City, La Union
Tel. Fax No.:
Supplier Registered with: 710-476-020

Work Order No.: 19-27
Date: 6/26/2019
Term of Payment: COD
Mode of Procurement: Negotiated Procurement-Agency-to-Agency

Please deliver to this office within July 9-10, 2019 (1st batch) and July 11-12, 2019 (2nd batch)
Note: Additional ____ working days to submit for approval of text / sample.

NO.	QTY	UNIT	SERVICE DETAILS	UNIT PRICE	TOTAL AMOUNT
	30	pax per batch	TRAINING FEE/HONORARIA for the Speaker/s For the conduct of Customer Relations Management Training in 2 batches (2 days/batch) xxxxxxxxxxxxxx nothing follows xxxxxxxxxxxxxx PR No. 19-0604-0305 Requesting Unit: HRU	600.00 per day	72,000.00
				TOTAL	72,000.00

Terms & Conditions:-

1. The agency shall impose penalty in an amount equivalent to 1/10 of 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 items 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 Acceptance and Inspection Report.

By the Authority of the
MERLIE C. DORIA
Fiscal Clerk III

Very truly yours,
CYNTHIA B. SANTOS
Division Chief IV / MSD Chief

Certified Budget Available:
JOSE A. MONES
Fiscal Controller III

Funds Available in the amount of: [illegible]
JANE C. RAGOS
[illegible] FMS CHIEF

APPROVED:
ALBERTO C. MANDURIAO
Regional Vice President
BY THE AUTHORITY OF THE

[illegible]
[illegible]
[illegible]
[illegible]

Received copy of J.O. on 6/28/19
Date

CONFORME:
LIWAYWAY R. NAVALTA
CHIEF HR SPECIALIST
Signature over Printed Name of Supplier / Representative