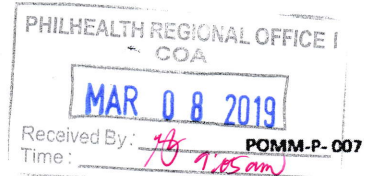


Republic of the Philippines  
PHILIPPINE HEALTH INSURANCE CORPORATION



**JOB ORDER**  
(Non - Inventoriable Items)  
OFFICE/DEPARTMENT: PRO 1

Supplier: ACG HUMAN CAPITAL SOLUTIONS CORPORATION  
Address: 4F GC Corporate Plaza, 150 Legaspi St., Legaspi Village, Makati City  
Tel. Fax No.: (02) 750-7932; (02) 501-5108, 750-7931, 0917-511-8410  
Supplier Registered with: 242-887-226-000 V

Work Order No.: 19-03  
Date: 3/4/2019  
Term of Payment: Charge  
Mode of Procurement: Negotiated Procurement-  
Small Value Procurement

Please deliver to this office within on March 12-13, 2019 from receipt hereof the following:  
Note: Additional        working days to submit for approval of text / sample.

NO.	QTY	UNIT	SERVICE DETAILS	UNIT PRICE	TOTAL AMOUNT
	2	days	TRAINING FEE for the conduct of training on Completed Staff Work to PRO 1 Employees	40,000.00	80,000.00
			xxxxxxxxxxxxxxxx nothing follows xxxxxxxxxxxxxxxx	TOTAL	80,000.00
			Less: Tax		
			VAT (5%/1.12)	3,571.43	
			EWT (2%/1.12)	1,428.57	5,000.00
			PR No. 19-0211-0137	Total-Net	75,000.00
			Requesting Unit: HRU	of Tax	

Terms & Conditions:

- 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 indicated 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 (MWT).
- 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.

Very truly yours,

*Cynthia S. Santos*  
**CYNTHIA S. SANTOS**  
Division Chief IV / MSD Chief

Certified Budget Available: <u>      </u> Funds Available in the amount of: <u>80,000.00</u>		APPROVED:  <i>Alberto C. Manduriao</i> <b>ALBERTO C. MANDURIAO</b> Regional Vice President
<i>Jose A. Mones</i> <b>JOSE A. MONES</b> Fiscal Controller	<i>Jane C. Ragos</i> <b>JANE C. RAGOS</b> PC IV / FMS CHIEF	
With in the COB: Expense Code: Budget: Remarks:	<i>2421</i> <i>750-7932</i> <i>80,000.00</i> <i>PRO SUPPLY</i>	CONFIRMED: <i>Maria Romina Gemini B. Bacer</i> <b>Maria Romina Gemini B. Bacer</b> Signature over Printed Name of Supplier / Representative
Received copy of J.O. on <u>3/7/19</u> Date		

original