

JOB ORDER
(Non-Inventoriable Items)

Supplier NEONOTION EVENTS MANAGEMENT
 Address 1 E Angeles St. Brgy. Sagad Pasig City
 Tel.Fax No. 8-354-7659 / 09082210591
 Supplier Registered with: PhilGEPS (Organization No. 264741)

Job Order No.: JO-2022-016
 Date: June 10, 2022
 Terms of Payment: On Account
 Mode of Procurement: Small Value Procurement - Section 53.9

Gentlemen:
 Please deliver the following article(s), product(s), supplies, or materials listed below, subject to the terms and conditions contained herein:

Please deliver to this office within within one (1) week upon providing input for final revisions upon approval of the following

NO.	QTY	UNIT	SERVICE DETAILS	UNIT PRICE	TOTAL AMOUNT
1	1	lot	<p>Procurement of AVP on PhilHealth Benefits</p> <p>Technical Specifications:</p> <p>(1) Lot AVP 5 segment/ spliced mini videos that can be played independently (maximum of 3-5 minutes running)</p> <p><u>Explainer Video</u></p> <p>The AVP shall consist of the following 5 segment/ mini videos:</p> <ol style="list-style-type: none"> 1) A video featuring the PhilHealth Inpatient Benefits (max of 3 minutes) 2) A video featuring the PhilHealth Outpatient Benefits (max of 3 minutes) 3) A video featuring the PhilHealth Special Benefits (max of 3 minutes) 4) A video featuring the Z Benefit Package, (max of 5 minutes) 5) 1 general AVP featuring all 4 PhilHealth Benefits (max of 5 minutes) <ul style="list-style-type: none"> - Motion graphic video - Video shall be segmented into 5 mini videos (splicing of videos into segment when necessary) that can be played independently - Maximum of 3 minutes running time for each mini video except for the general AVP and the AVP on Z Benefit Packages which may last up to 5 minutes - With Voice over recording (Filipino) - Voice over talent, for selection of client (supplier to send selection of VO <u>reading a part of the script</u> provided by client) - With 2D/3D animation and graphics (infographics/motion graphics) - With mixing and musical scoring - With video editing and revisions (at least 3) - With subtitle (if needed) - Script to be provided by client - Storyboard, for approval of client - Draft Version can be presented thru links (privacy setting should be set for viewing of the client and supplier only) - HD Copy (on CD) of the output once finalized (mp4, avi, mkv formats) - Format applicable to be played on LCD/LED wall, Website/ Youtube. - Raw files shall be provided to end-user upon completion of project <p>Note:</p> <p>Submission of storyboard shall be one (1) week upon receipt of script from PhilHealth. Initial draft must be submitted by the supplier within two (2) weeks upon approval of the storyboard. Delivery of the final AVP must be within one (1) week upon providing input for final revisions. Target date of delivery is subject to change depending on the extent of the requested revisions by the end-user.</p>	380,000.00	380,000.00
					380,000.00
			<p>LESS: EWT 2% 6,785.71</p> <p>GMP 5% 16,964.29</p>		23,750.00
					356,250.00
<p>P.R. No./ Requesting Unit: 21-0203 dtd. 12/27/21 Corporate Marketing Department</p>					
<p>Total Amount in Words : Three Hundred Fifty-Six Thousand Two Hundred Fifty Pesos Only</p>					

CONFORME: Daniel B. Samala Signature over Printed Name and Position of Authorized Representative
 Received copy of J.O.: 2-21-2022 Date

Snow Blvd. Brgy. Orando, Pasig City
 TeleFax: 8637-3158 637-4735

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Please deliver the following article(s), product(s), supplies, or materials listed below, subject to the terms and conditions contained herein:

Please deliver to this office within within one (1) week upon providing input for final revisions upon approval of the following:

Terms & Conditions:

1. NEONOTION EVENTS MANAGEMENT holds PHIC free and harmless from any claims, obligation or liability that may be caused to any third party that may be injured or harmed due to the willful, unlawful or negligent act or omission of NEONOTION EVENTS MANAGEMENT or any of its personnel or representative, without prejudice to any other legal action that PHIC may have against NEONOTION EVENTS MANAGEMENT for, in relation to the implementation of the Contract.
 2. The agency shall impose penalty in an amount equivalent to 1/10 of one (1%) percent of the total value of undelivered service for each day of the delay as liquidated damages.
 3. If the date of receipt of the Job Order (J.O.) by the supplier 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.
 4. Delivery of the above item(s) shall be made within the prescribed schedule dates. Suppliers are advised to inform SBAC-Contract Management Team 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) delivered shall be accepted by the PSMD at 15th Floor, Room 1501 Citystate Ctr. Bldg., Pasig City.
 5. Delivery Receipt and Sales Invoice shall be required for one-time complete delivery of the service.
 6. 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.
 7. In all cases, the request for extension should be submitted before the lapse of the original delivery date. The maximum allowable extension shall not be longer than the initial delivery period as stated in the original contract.
 8. If any dispute or difference of any kind whatsoever shall arise between the parties in connection with the implementation of the contract, the parties shall make every effort to resolve amicably such dispute or difference by mutual consultation.
- Any legal action, suit or proceeding arising out of or relating to the Contract shall be submitted to arbitration in the Philippines according to the provisions of RA. 876, otherwise known as the "Arbitration Law" and R.A. 9285, otherwise known as the "Alternative Dispute Resolution Act of 2004".
- Whenever necessary to promote arbitration or to seek judicial relief, PHIC and NEONOTION EVENTS MANAGEMENT agree that any legal action, suit or proceeding arising out of or relating to the Contract may be instituted in any competent court in Pasig City, to the exclusion of other courts of equal jurisdiction.
9. Attorney's Fees - In the event that PHIC is compelled to commence arbitration or to seek judicial relief to enforce the provisions of the Contract, it shall be entitled to attorney's fees and liquidated damages equivalent to ten percent (10%) and fifteen (15%), respectively, of the contract price or the amount claimed in the arbitration or judicial action, whichever is higher, aside from the cost of arbitration or litigation, whichever is applicable, and other expenses incidental thereto.
 10. EFFECTIVITY CLAUSE. This agreement shall take effect upon signing thereof by the Parties and NEONOTION EVENTS MANAGEMENT shall commence performance of its obligations upon the issuance by PHIC of a Notice to Proceed.

06-2022

Very truly yours,

Joseph O. Vergara
 JOSEPH O. VERGARA DPH
 Head, SBAC & Procurement

Certified Budget Available:	Funds Available in the amount of:	Php380,000.00	APPROVED:
	<i>Editha P. Ramasta</i> EDITHA P. RAMASTA Fiscal Controller IV	<i>Rommel C. Reyes</i> ROMMEL C. REYES Fiscal Controller III	
Within the COB:	<i>2021 Cont. Apprs. 11006</i>		
Expense Code:	<i>502990 1012 (MPE)</i>		
Budget:	<i>F 380,000.</i>		
Remarks:	<i>charged to COR MAR</i>		

CONFORME:	Received copy of J.O.:
<i>Denil Edgardo B. Samate</i> Denil Edgardo B. Samate Signature over Printed Name and Position of Authorized Representative	<u>6-21-2022</u> Date