

JOB ORDER
(Non - Inventoriable Items)

OFFICE/DEPARTMENT: PRO 1

Supplier: CIVIL SERVICE COMMISSION (CSC)
Address: Quezon Avenue, City of San Fernando, La Union
Tel. Fax No.: 0995-710-3060
Supplier Registered with: _____

Work Order No.: 22_25
Date: 6/22/2022
Term of Payment: Charge
Mode of Procurement: Negotiated Procurement-Agency-to-Agency

Please deliver to this office on July 6-28, 2022 from receipt hereof the following:

| NO. | QTY | UNIT | SERVICE DETAILS | UNIT PRICE | TOTAL AMOUNT |
|-----|-----|---------|--|------------|--------------|
| 1 | 6 | batches | Training Fee XXXXXXXXXXXXXXXXXX nothing follows XXXXXXXXXXXXXXXXXXXX | 240,000.00 | 240,000.00 |
| | | | PR No. 22-0526-0141 (5020201001) | TOTAL | 240,000.00 |
| | | | Purpose: For the Conduct of Ease of Doing Business and Efficient Government Service Delivery (EODB-EGSD) Act of 2018 Training in 6 Batches (1 day/batch) for 6 days. | Total | 240,000.00 |

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.

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.

Very truly yours,

CYNTHIA S. SANTOS
Division Chief IV / MSD Chief

Certified Budget Available:

Funds Available in the amount of: 240,000

JOSE A. MONES
Fiscal Controller III

EDWARD Q. ESPIRITU
AO IV / OIC-OFMS Chief

APPROVED: MARICAR M. ARZADON, M.D.
Medical Officer - HCOMD
DENNIS B. ADRE
Regional Vice President

With in the COB:

Expense Code:

Budget:

Remarks:

CY2022
5020201001 CTOR8
240,000
OMSP

Received copy of J.O. on

01 JUL 2022
Date

CONFORME:

MARINA G. CABAÑERO
Signature over Printed Name
of Supplier / Representative

