

Republic of the Philippines  
PHILIPPINE HEALTH INSURANCE CORPORATION

POMM-P-007

**JOB ORDER**  
(Non - Inventoriable Items)

OFFICE/DEPARTMENT: PRO 1

Supplier: **I-TECHWEB SOLUTIONS AND SERVICES INC. (SMARTIFY)**  
Address: Unit 2201 88 Corporate Center, Seden St. cor. Valero St., Salcedo Village, Makati City  
Tel. Fax No.: (02) 8552-3866/ 0917-824-2387  
Supplier Registered with: **008-908-803-000 V**

Work Order No.: **22\_48**  
Date: **11/7/2022**  
Term of Payment: **Charge**  
Mode of Procurement: **Negotiated Procurement-  
Small Value Procurement**

Please deliver to this office within November - December 2022 from receipt hereof the following:

NO.	QTY	UNIT	SERVICE DETAILS	UNIT PRICE	TOTAL AMOUNT
1	6	batches	Training Fee (2 days/batch) XXXXXXXXXXXXXXXXXXXX nothing follows XXXXXXXXXXXXXXXXXXXX Less: TAX VAT (5%/1.12) EWT (2%/1.12) PR No. 22-1003-0256 (5020201001) Purpose: For the Conduct of Mental Health and Stress Management Enhancement Program to all PRO 1 Employees	598,752.00  TOTAL   Total - Net of Tax	598,752.00  598,752.00  26,730.00 10,692.00  561,330.00

**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.
- In 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.
- 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**  
Division Chief IV / MSD Chief

Certified Budget Available: _____ Funds Available in the amount of: <u>598,752.00</u> <b>JOSE A. MONES</b> Fiscal Controller III <b>EDWARD Q. ESPIRITU</b> AO IV / OIC-OFMS Chief Date in the CUB: <u>11/20/2022</u> Inspection Code: <u>5020201001</u> Amount: <u>598,752.00</u> Remarks: <u>CMH D</u>	<b>APPROVED:</b> <b>DENNIS B. ADRE</b> Regional Vice President By the Authority of the RVP: <b>NOV 08 2022</b> <b>JOSEPHINE Q. QUTON</b> Division Chief - ROD <b>CONFORME:</b> <b>JOCELYN M. PRESILLAS</b> General Manager Signature over Printed Name of Supplier / Representative
Received copy of J.O. on <u>10 November 2022</u> Date	<b>COMMISSION ON AUDIT</b> AUDIT TEAM R1-04 (PHIC Group) <b>NOV 23 2022</b> RECEIVED BY: <u>[Signature]</u>