

Republic of the Philippines
PHILIPPINE HEALTH INSURANCE CORPORATION

POMM-P-007

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

Supplier: **PMF PROFESSIONAL ADVANCEMENT AND CONTINUING EDUCATION**
Address: **3 Las Vegas St., Merville Park, Parañaque City**
Tel. Fax No.: **02-8823-5929**
Supplier Registered with: **290-743-472-000 NV**

Work Order No.: **23_38**
Date: **7/11/2023**
Term of Payment: **Charge**
Mode of Procurement: **Negotiated Procurement-
Small Value Procurement**

Please deliver to this office within/on **August 7-8, 9-10, 2023** from receipt hereof the following:

| NO. | QTY | UNIT | SERVICE DETAILS | UNIT PRICE | TOTAL AMOUNT |
|-----|-----|------|--|--|--|
| | 1 | lot | Training Fee for the Conduct of Completed Staff Work (CSW) Training to PRO 1 Employees via Zoom Platform in 2 batches for 2 days per batch XXXXXXXXXXXXXXXXXXXX nothing follows XXXXXXXXXXXXXXXXXXXX Less: TAX NVAT (3%) EWT (2%) PR No. 23-0307-0098 (5020201001) Requesting Unit: PRO1 HRU | 180,000.00 Total - Net of Tax | 180,000.00 180,000.00 5,400.00 3,600.00 171,000.00 |

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.
- 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

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| Certified Budget Available: EDWARD Q. ESPIRITU Fiscal Controller III | Funds Available in the amount of: 180,000 | APPROVED: DENNIS B. ADRE Regional Vice President JOSEPHINE O. QUITON Division Chief - 1800 |
| Within the C/OB: 2023 | Expense Code: EXC0101 MWS | By: JOSEPHINE O. QUITON |
| Budget: PMF CTR. OF | Remarks: TRF 2 | CONFORME: Ronald S. Bayona |
| Received copy of J.O. on August 7, 2023 | Date | Signature over Printed Name of Supplier / Representative |

