Republic of the Philippines
PHILIPPINE HEALTH INSURANCE CORPORATION

FORM-P-[illegible]

JOB ORDER

(Non - Inventoriable Items)

OFFICE/DEPARTMENT: PRO 1

Supplier: ELVIS DE LA RAGA QUITANG
Address: Bauang, La Union
Tel. Fax No.: 0927-0286267
Supplier Registered with: 449-651-721-000

Work Order No.: 24_06
Date: 02/12/2024
Term of Payment: Charge
Mode of Procurement:

Please deliver to this office within March 25-26, 2024 from receipt hereof the following:

NO.	QTY	UNIT	SERVICE DETAILS	UNIT PRICE	TOTAL AMOUNT
			Honorarium (for 2 days)		16,074.61
			[illegible] nothing follows [illegible]	TOTAL	16,074.61
			PR No. 24-0260-[illegible]		
			Purpose: For the Conduct of "PRO1 Writeshop on PSTD Assessment" to PRO1 Continuity Core Team and Continuity Planning Team/Continuity Working Group	Total - net of Tax	16,074.61

Terms & Conditions:

1. 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.

2. 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 email.

3. 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 (after).

All item/s shall be delivered and accepted by the Procurement Section at 15th Floor, Room 1501 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: 16,074.61

JOSE A. MONES
Fiscal Controller III

EDWARD O. ESPIRITU
FC IV / FMS Chief

APPROVED:

DENNIS B. ADRE
Regional Vice President

Work at the COB: 07 2024
Expense Code: [illegible] / STOB 10
Budget: 16,074.61
Remarks: HO Summary

MARICAR M. ARZ-DON, MD
[illegible]

FEB 1[illegible] 2024

Received copy of J.O. on 22 April 2024
Date

COMMISSION ON AUDIT
AUDIT TEAM R1-04 (PHIC Group)
JUL 01 2024
RECEIVED BY: [illegible]