

JOB ORDER

CITEM.STR.FR.006



CENTER FOR INTERNATIONAL TRADE EXPOSITIONS AND MISSIONS
 Golden Shell Pavilion, Roxas Boulevard corner Sen. Gil J. Puyat Avenue
 1300 Pasay City, Metro Manila, Philippines
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JO Number: 2023-0001	JO Date: 01/20/2023	PAGE
PR No.: 2023-0001 EPA	PR Date: 11/08/2022	

CONTRACTOR/SUPPLIER **DR. ELAISA HAASE**
 ADDRESS **3818 Abrille St., BFRV, Las Pinas City**
 MODE OF PROCUREMENT **Small Value Procurement**

DELIVERY TERM
 PAYMENT TERM
 PLACE OF DELIVERY
 DATE OF DELIVERY

Please provide/furnish this office the requirements listed below subject to the terms and conditions contained herein. Address all correspondence to the Center for International Trade Expositions and Missions (CITEM).

DESCRIPTION	QTY/UNIT	UNIT PRICE	AMOUNT
HIRING OF SERVICE PROVIDER / CONSULTANT AS OCCUPATIONAL HEALTH PHYSICIAN FOR C.Y. 2023	11 months	Php36,000.00/month	Php396,000.00
DELIVERABLE AND TIMETABLE			
<ul style="list-style-type: none"> The Service Provider/Consultant as Occupational Health Physician shall be present in CITEM or at the event location (if necessary) on the agreed schedule for a completion of eight (8) hours per week. Under alternative work arrangement, the Occupational Health Physician shall schedule a completion of eight (8) hours per week of virtual clinic for teleconsultations. Must be willing to do on-call teleconsultations or COVID19 related meetings on emergency situations. 			
TERMS OF PAYMENT			
Payment of Professional Service Fee is not to exceed the amount of Thirty-Six Thousand Pesos (P36,000.00) inclusive of all applicable taxes. Processing of payment of services rendered is scheduled every 30th of the month.			
CONTRACT PERIOD			
Contract of Services will take effect on February 01, 2023 until 31 December 2023 or unless sooner revoked by CITEM.			
Expenses shall be charged to CITEM HR PPMP 2023.			

TOTAL AMOUNT IN WORDS: **Three Hundred Ninety Six Thousand Pesos** Php 396,000.00

This order is placed subject to the following terms and conditions:

The delivery must be made only during office hours to CITEM or as may be specified. Delivery is subject to the acceptance of CITEM's duly authorized representative/official and inspection by CITEM-Management Inspection Team and/or the Commission on Audit. Rejected deliveries are to be withdrawn and/or replaced immediately. Delay in the delivery is subject to the PENALTY of 1/10 of 1% of the TOTAL VALUE of this ORDER for EACH DAY OF DELAY. In case the contractor/supplier does not deliver within the due date, s/he shall be considered in default and will be liable to pay LIQUIDATED DAMAGES in the amount of _____ of the TOTAL AMOUNT unless the contractor/supplier requested and CITEM granted an extension. The contractor/supplier authorizes CITEM to deduct the amount of undelivered portion and to deduct the penalty and liquidated damages from any of its receivables from CITEM. The contractor/supplier must present a Delivery Receipt and Invoice or Official Receipt with the Job Order upon delivery.

Very truly yours,

ATTY. ANNA GRACE I. MARPURI
OIC-DM, CS DEPARTMENT

CONFORME:

Elaisa Haase, MD
 Name & Signature of Contractor/Supplier
 Jan 30, 2023
 Date

BUR No. AOE-23010103

DATE 01/25/2023

AMOUNT Php396,000.00

Funds Available:
Malerna C. Buyao
MALERNA C. BUYAO
 Chief, Controllership Division

Recommended by:

Florence Pearl M. Buensalido
FLORENCE PEARL M. BUENSALIDO
 Chief, HRMD Division

Approved by:

Ma Lourdes D. Mediran
MA. LOURDES D. MEDIRAN
 Deputy Executive Director