



Republic of the Philippines  
OFFICE OF THE PRESIDENT  
**COMMISSION ON HIGHER EDUCATION**

**JOB ORDER CONTRACT**

**Job Order No.: 2021-08-13**  
**Date: August 25, 2021**

**DR. GRACE JAVIER ALFONSO**

Artist

**UP COLLEGE OF MASS COMMUNICATION, UNIVERSITY OF THE PHILIPPINES**

UP Diliman, Quezon City

E-mail: agnes.mejia@upou.edu.ph

**Dear Dr. Alfonso:**



This is to inform you that your total offer of **One Hundred Twenty Eight Thousand Pesos (P128,000.00)** for the **procurement of trophies to be awarded to CHED-recognized LUCs** in accordance with the attached **quotation** is hereby accepted. This acceptance, however, is subject to the following:

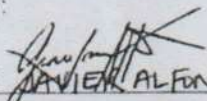
1. That all work shall be in the best workmanship possible;
2. That the work shall be done according to the requirements/specifications stated in the scope of works as follows:
  - a. 20 pcs Trophies
  - b. Materials:
    - Resin with fiberglass in metal finish
    - CHED logo and text on stainless steel plate
  - c. Height: 18 inches
  - d. Design:
    - With 8 tongues of fire (representing the rays in the CHED logo) Silver with gold accent on the 8 tongues of fire
    - With 17 leaves\* (symbolizing the 17 regions)  
\*Leaves of katakatab associated with knowledge and wisdom
    - Silver with gold accent on the leaves
    - Brown color on the base of the 8 tongues of fire
    - With brown base
  - e. Additional Requirements: Plastic storage box with bubblewrap
    - 15L (Size (cm): L38.5 / W28.5 / H 17.5
3. That the work shall be finished in not more than thirty (30) calendar days;
4. That the prices should be inclusive of VAT and other government charges.
5. That in case the calendar days per quarter are exceeded, a penalty of one tent (1/10) of one percent (1%) of the total amount of the contract shall be imposed for everyday of delay;
6. In case of failure to finish the work as stipulated in the Job Order, a liquidated damage of one tenth of one percent (.001) of the total amount shall be charged on the unfinished portion of work, reckoned from the contractor's receipt of the Job Order up to that day/date of the contractor's receipt of the Owner's Notice of Termination. The Owner reserves the right to enter into another contract to finish the work charging to delinquent contractor the difference in cost, if any;
7. That this contract is subject to warranty against mechanical defects and workmanship for sixty (60) calendar days from the date of final acceptance.
8. That this transaction is subject to government accounting and auditing rules and regulations.

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If the terms and conditions stipulated above are amenable to you, kindly signify your acceptance by signing on the space provided below.

Very truly yours,

  
J. PROSPERO E. DE VERA III, DPA  
Chairman 

Accepted by:	Funds Available:	Php128,000.00
 GRACE JAVIER ALFONSO 10/04/2021	09/03 104309 2021	09 0024 desk 9/16/2021
PRINTED NAME OVER SIGNATURE / DATE	MYRA PAZ B. MANALO Chief Accountant Accounting Division, HEDFS	

