

1/12/22, 1:07 PM

Please provide RSPPRO a copy of this CONTRACT after notarization together with:

- 1) ☒ PDS (if new/1st appointment);
- 2) ☒ Philhealth receipt of payment ;
- 3) ☒ Evaluation Report (if renewal)
- 4) ☒ Pls. keep a copy for your file
- 4) ☒ Medical Cert (if new/1st appt.)

Scan Here



FM-LEG-03-2022-0112-6375

CONTRACT OF SERVICE FOR INDIVIDUAL JOB ORDER WORKER

KNOW ALL MEN BY THESE PRESENTS:

This Agreement entered into by and between:

The **VISAYAS STATE UNIVERSITY**, an institution of higher learning established under Presidential Decree No. 470 as amended by Presidential Decree No. 700 and converted into a state university by virtue of Republic Act No. 9158 and renamed as Visayas State University by virtue of Republic Act No. 9347, with principal office at Baybay City, Leyte, duly represented by its President **DR. EDGARDO E. TULIN**, hereinafter referred to as the **FIRST PARTY**;

-and-

Lyka Trenchera Artugue, of legal age, Single/Married, Filipino and with residence and postal address at Dulag, Leyte hereinafter referred to as the **SECOND PARTY**;

WITNESSETH:

WHEREAS, the FIRST PARTY is in need of persons who can provide administrative support services which cannot be performed by the existing regular manpower/employees of the specific units/departments/centers within the university;

WHEREAS, the SECOND PARTY, possesses the required qualification and expertise needed by the hiring department/center/unit/office and is willing to provide the services needed;

NOW, THEREFORE, premises considered, the parties hereto hereby agree as they have agreed under the terms and conditions, as follows:

The FIRST PARTY hereby contracts the services of the SECOND PARTY as Science Research Assistant to perform the functions and deliver the following outputs as follows:

1. Assists the project leader in the conduct of consumer surveys using appropriate interview instruments
2. Assists in the analysis of data and preparation of reports
3. Assists in the preparation and collection of sp varieties as well as sp-based products for consumer testing
4. Performs other duties assigned by the supervisor

THAT when the work demand for travel, the SECOND Party shall be entitled to payment of travel expenses (per diem and fare) when travelling on official business within the country subject to existing government accounting rules and regulations and to pertinent VSU policies and rules governing official travel.

THAT the SECOND PARTY shall abide by the rules and regulations of the FIRST PARTY and the terms and conditions as provided for in this service contract and performs the above-listed functions for a monthly rate and not less than 8 hours per day based on the work schedule as prescribed by the hiring department/office/center/unit.

THAT for and in consideration of the foregoing service, the FIRST PARTY binds itself to pay the SECOND PARTY in the amount of Twenty Three Thousand Four Hundred Sixty Two Pesos and Forty Centavos (P23,462.40) per month.