



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-

RUD LUIS G. GONZAGA, ROMEL A. LINAQ and JUDY ROSANNE R. PIZON, all of legal age, single, Filipino and with residence and postal address at Brgy. Doña Feliza Mejia, Ormoc City, Leyte, Poblacion 1, Hindang, Leyte and Brgy. Punta, Ormoc City, Leyte respectively, 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:

THAT the SECOND PARTY shall perform the functions and deliver the following outputs as follows:

1. Conduct field work to gather data needed for SSIP suitability mapping,
2. Process data for STW, SFR, PISOS, DD, and SWIP suitability mapping using ARCSWAT Software,
3. Prepare and submit reports, and
4. Perform other duties as assigned by superiors.

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;

THAT the SECOND PARTY shall perform the above-listed functions not to exceed 20 days per month for an 8 hour work per day;

THAT for and in consideration of the foregoing service, the FIRST PARTY binds itself to pay the SECOND PARTY in the amount of ELEVEN THOUSAND FOUR HUNDRED SEVENTY and 49/100 (Php 11,470.49) per month, each;

THAT the SECOND Party will be paid twice a month (per *quincena*) upon presentation of a certification of accomplishments and rendition of actual services issued by the FIRST PARTY or its duly authorized representative. The total amount of payment shall be adjusted should the SECOND PARTY fail to meet the maximum number of days and hours of service. The above payments will be charged to Trust fund # 20201050-10.97;



THAT this contract shall take effect January 2, 2020 until March 31, 2020 and may be renewed only upon recommendation of the head of the unit/department/office, duly supported with a copy of an evaluation report as to the quality of services rendered and quantity of the outputs delivered by the SECOND PARTY during the service contract period;

That the effectivity of this contract of services shall be subject to availability of funds and shall be deemed automatically terminated should the source of funds where this contract is charged is already depleted.

This contract of service may also be terminated by the first party before the end of the stipulated term whenever the second party violates rules and regulations of the university or for unsatisfactory performance of the task assigned.

IN WITNESS THEREOF, the parties have hereto set their hands this ___ day of January, 2020 at Baybay City, Leyte, Philippines.

VISAYAS STATE UNIVERSITY
Baybay City

By:

EDGARDO E. TULIN
President
(First Party)

RUD LUIS G. GONZAGA
(Second Party)

ROMEL A. LINAO
(Second Party)

JUDY ROSANNE R. PIZON
(Second Party)

Signed in the presence of:

1.
PASTOR P. GARCIA
Project Leader

3.
HONEY SOFIA V. COLIS
OIC, PRPEO

2.
ERLINDA S. ESGUERRA
Chief Accountant

REPUBLIC OF THE PHILIPPINES)
PROVINCE OF LEYTE) S.S.
CITY OF BAYBAY)

BEFORE ME, a Notary Public for and in the City of Baybay, Leyte, Philippines, this ___th day of ___, 2020, personally appeared Dr. Edgardo E. Tulin with VSU ID No. V000522 and Rud Luis G. Gonzaga, Romel A. Linao And Judy Rosanne R. Pizon with valid PRC ID No. 0010677, 0010597 Driver's License no. H12-16-002428 respectively, known to me to be the same persons who executed the foregoing instrument and they acknowledged to me that the same is their voluntary act and deed, as well as the parties hereto.

WITNESS MY HAND AND SEAL on the date and place first above given.

ATTY. EUNIL CHAVEZ-BUTAWAN
Notary Public for the Province of Leyte, City of Baybay
N.C. No. _____, January 6, 2019

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R. Magno
Notary Public for the Province of Leyte
P.R.C. No. _____, January 6, 2019