



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. 9437, with principal office at Baybay City, Leyte, duly represented by its President **DR. EDGARDO E. TULIN**, hereinafter referred to as the **FIRST PARTY**;

-and-

MS. INNA MAE S. VIDAL, of legal age, Married, Filipino and with residence and postal address at Brgy. Suba, Sogod, Southern 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 Analyst** to perform the functions and deliver the following outputs as follows:

1. Coordinate closely with the project leader and project staff in gathering research outputs
2. Monitors the implementation of the project
3. Collects and consolidates reports
4. Facilitate the overall operation/implementation of the RAISE program
5. Perform other duties required by the project leader

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 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 **THIRTY THOUSAND FIVE HUNDRED TWENTY-SEVEN PESOS (P30,527.00)** per month. 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 above payments will be charged to the funds provided by **DOST-PCAARRD RAISE PROGRAM FUND**

THAT this contract shall take effect October 1, 2022 until December 31, 2022 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 Job Order Worker for the period they were under contract of service by the university.

Confidentiality Clause: The SECOND PARTY is required to turn-over the data materials, equipment, and other things that come into his/her possession because of his/her job, and preserve the confidentiality of any information regarding the University, faculty, staff, and students. Any disclosure and divulgement of confidential information (including personal information kept on computer or other media, research, technologies and manuals) made unlawfully outside the proper course of duty will be grounds for dismissal without prejudice to filing of appropriate case in Court. The confidentiality clause will still apply even if the SECOND PARTY is no longer connected with VSU unless the University gives its express consent.

Non-Competition: In the event the SECOND PARTY is separated or terminated from employment for whatever reason, he/she shall not seek employment doing similar research and technologies that he/she was working in VSU for a period of three (3) years from date of separation or termination, without the prior notice and consent to the University.

This amend the previous contract notarized on July 19, 2022 by Notary Public Joseph Cernel Bandalan under Doc. No. 366 Pace No. 74; Book No. XCII; series of 2022.

This contract of service may also be terminated by the first party before the end of the stipulated term when the services is no longer needed or whenever the second party violates rules and regulations of the university or for unsatisfactory performance of the task assigned.

THAT this agreement will not in any manner result to any employer-employee relationship between the parties.

26 OCT 2022

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


VISAYAS STATE UNIVERSITY
Baybay City


By:



EDGARDO E. TULIN
President
(First Party)


INNA MAE S. VIDAL
(Second Party)

Signed in the presence of:


1. MARIA JULIET C. CENIZA
Director, VCARP and RAISE
Program Leader


2. NICK FREDDY R. BELLO
Head, Accounting Office


3. JENNIFER E. ANDO
Head, OHRSPPR
and Dir, ODHRM

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

26 OCT 2022

BEFORE ME, a Notary Public for and in the City of Baybay, Leyte, Philippines, this ____ day of _____, _____, personally appeared Dr. Edgardo E. Tulin with ID No. V000522 and Inna Mae S. Vidal with valid TIN 473-771-390, 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. RYSAN C. GUINOCOR

Notary Public
Until December 31, 2023

PTR No. 6588834- Baybay, Leyte- 1/18/2022

IBP No. 177903- Tacloban City- 02/11/2022

Roll of Attorneys No. 57467

MCLE No. VII-0022195- 04/14/2025

Visca, Baybay City, Leyte

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