



Republic of the Philippines
SCIENCE AND TECHNOLOGY INFORMATION INSTITUTE
 STII Building, DOST Complex, Bicutan, Taguig City
 Telephone No. 837-2191 to 95; Fax No. 837-7521

FR-FAD-PS No. 015
 (rev.00 10/7/2015)

WORK ORDER

Work Order No. 10-2016
 Date : 03 May 2016
 PR No. : _____

PUZZLED OWL CCEM CO.
Unit 11 Patio Rosario
Sumulong Highway, Brgy Mayamot
Antipolo City, Rizal
CP No. 0917-6308710

Gentlemen:

In accordance with existing regulations you are hereby authorized to undertake the work indicated below:

Item No.	Qty.	Unit	Description of Work	Unit Price	TOTAL
1	1	lot	DOST Social Media Streamlining for the Science and Technology Information Institute (STII) I. Review and revision of DOST social media practices and branding II. Design and implementation of Social Media Practices Training Seminar for DOST III. Support, promotion and monitoring of DOST social media initiatives <u>Payment terms:</u> Tranche 1: Php 19,800.00 (15%) • Payable upon Notice of Award from CLIENT Tranche 2: Php 66,000.00 (50%) • Payable upon conclusion of the workshop (June 23, 2016) Tranche 3: Php 33,000.00 (25%) • Payable upon conclusion of monitoring stage (July 8, 2016) Tranche 4: Php 13,200.00 (10%) • Payable upon submission of final report (July 15, 2016) Charge to SNT Fund.		Php 132,000.00 vvvvvvvvvvv ONE HUNDRED THIRTY-TWO THOUSAND PESOS ONLY.

In case of failure to make the full delivery within the time specified above, a penalty of one tenth (1/10) of one percent for every day of delay shall be imposed.

Funds Available ₱ 132,000
 Fund Trust Fund
 Function/Project Science Nation Fund

Recommending Approval:

ARITOLLE P. CARANDANG, Ph.D.
 CRPD Chief

MARILOU C. LEELIAN
 Accountant III

APPROVED :

RICHARD P. BURGOS
 Director

Work Order Received :
 By: _____

Date: _____

NOTE: SEE TERMS AND CONDITIONS AT THE BACK.