

PURCHASE ORDER

DEPARTMENT OF SOCIAL WELFARE & DEVELOPMENT
IBP Road, Constitution Hills, Quezon City

#429

Supplier :	ORGANIZATION MANAGEMENT AND DEVELOPMENT SYSTEMS INC. (OMDS)	PO No. :	2018-05-0414
Address :	Unit 1001 Medical Plaza, Ortigas Condo, San Miguel Ave., Ortigas Ctr., Pasig City	Date :	May 16, 2018
Tel. No. :	(632) 650-3840	Mode of Procurement :	Negotiated Procurement - Small Value Proc.
TIN :	001-964-856-000		

Gentlemen: PSR
Please furnish this office the following articles subject to the terms and conditions contained herein:

Place of Delivery: DSWD-Central Office	Delivery Term:	Advise to Debit Account (ADA)
Date of Delivery:	Payment Term:	15-30 days upon completion of supporting documents.

Stock / Property No.	Unit	Description	Qty	Unit Cost	Amount
	lot	PROCUREMENT OF SUBSCRIPTION OF WEB-BASED RECRUITMENT SYSTEM SERVICES Objectives: 1. To shorten the turn around time for recruitment particularly in the pre-screening process enabling the Human Resource Planning and Performance Management (HRPPMD) to immediately respond to the increase in workforce/ human resource needs of the special projects and other Office/Bureau/Service (OBS); and 2. To enhance the existing DSWD Job Portal to accommodate full automation of the applicant processing (posting, examination, assessment, tracking, reporting) for HRDS Central Office and other Field Offices without having extra hardware, maintenance and development cost. Technical Specifications: * Online Job Vacancy and Posting Schedule Management; * Dynamic Job Listings with Search Filters (Categories, Locations, Skill Sets); * Dynamic Applicant Assessments (e.g. Counterproductive Behaviour Index, Interviews); * Online resume management and Job Fit Indicators; * Data/Resume Import and Reporting; * Online applicant screening, long listing, short listing (Rapid Screening/Filtering); * Capable of integrating with existing websites or Information Systems via RSS Feeds/ APIs (if applicable); * Dynamic Manager/ Applicant Notifications (e.g. via email/ SMS); * An integrated system that operates in real time, without relying on periodic updates; * Use of common database, which supports all application; * Web-based; * Hardware, software and other requirements of the system acquired in accordance with prescribed specifications, procurement procedures and authorized budget; * Complete strategic planning and design support; * Installation of the system without elaborate application/ data integration by the DSWD-ICTMS (Information and Communication Technology Services);	1	756,000.00	756,000.00

(Total Amount in Words) Page 1 of 3 P 0.00

In case of failure to make full delivery within the time specified above, the amount of the liquidated damages shall be at least equal to one-tenth of one percent (0.001) of the cost of the unperformed portion for every day of delay. Once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, the Procuring Entity may rescind or terminate the contract, without prejudice to other courses of action and remedies available under the circumstances.

As a condition for payment, the supplier/service provider is required to submit the duly notarized Omnibus Sworn Statement together with the signed copy of this Purchase Order within three (3) days from the date the advance copy was served through facsimile machine.

Conforms:  Signature over printed name of Supplier <u>Eusto M. Ignacio</u> Date <u>16 May 2018</u>	Very truly yours,  CESAR A. AQUINO Signature over Printed Name of Authorized Official OIC-Director, Human Resource Management Service Designation
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Fund Cluster: <u>100000-1-1</u> Funds Available: <u>779,000</u> JUBIE LEAH MAE S. COLES Head of Accounting Division/Unit	ORS/BURS No.: <u>02-101101-2018-05-0414</u> Date of the ORS/BURS: <u>5-22-18</u> Amount: <u>779,000</u>
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RUSH

RUSH

PURCHASE ORDER

DEPARTMENT OF SOCIAL WELFARE & DEVELOPMENT
IBP Road, Constitution Hills, Quezon City

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Supplier :	ORGANIZATION MANAGEMENT AND DEVELOPMENT SYSTEMS INC. (OMDS)	PO No. :	2018-05-0414
Address :	Unit 1001 Medical Plaza, Ortigas Condo. San Miguel Ave., Ortigas Cir., Pasig City	Date :	May 16, 2018
Tel. No. :	(632) 650-3840	Mode of Procurement :	Negotiated Procurement - Small Value Proc.
TIN :	001-964-856-000		

Gentlemen:
Please furnish this office the following articles subject to the terms and conditions contained herein:

PSR

Place of Delivery:	DSWD-Central Office	Delivery Term:	Advise to Debit Account (ADA)
Date of Delivery:		Payment Term:	15-30 days upon completion of supporting documents

Stock / Property No.	Unit	Description	Qty	Unit Cost	Amount
		<p>* Complete training/ orientation for staff from Human Resource and Development Service (HRDS);</p> <p>* Jobs posted can be linked to other social networks like Facebook, Twitter, LinkedIn, Tumblr, Pinterest, etc.</p> <p>Project Scope of Work/ Services:</p> <p>The procurement of subscription will be for One (1) year from the issuance of Notice to Proceed (NTP) or issuance of Purchase Order (P.O.) up to the delivery of final documents including technical assistance. The subscription will cover the HRDS Central Office and Field Offices.</p> <p>The project shall cover the supply, installation and configuration of related ICT software/ subscription/ accessibility and support services needed for the subscription of software as service for recruitment.</p> <p>The system must be more than the usual job board because it is designed to cater to the needs of the agency rather than the job seeker. In particular, there would be:</p> <ul style="list-style-type: none"> + Online unlimited job vacancy postings and applications received; + Applications Tracking; + Ability to generate reports; + Filtering of candidates and easy matching of candidates for multiple vacancies; + Wide scope of accessibility to applicants with the use of other social networks like Facebook, Twitter, LinkedIn, Tumblr, Pinterest, etc. + Online evaluation tests and customize interview guides to include: <ul style="list-style-type: none"> - Counter Productive Behaviour Index Test to help identify job applicants whose behavior, attitudes and work-related values are likely to interfere with their success as employees (e.g. dependability, aggression, honesty, computer abuse, substance abuse and sexual harrassment); - First View Test which is an indicator of basic job fit for fifteen (15) work categories. It assesses six (6) personality traits, a measure of cognitive ability and measure to determine if candidate was being honest in answering personality questions. 			

(Total Amount in Words) Page 2 of 3 P 0.00

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Conforme: *[Signature]*
CAROL M. BHALLO
 Signature over Printed Name of Supplier
 25 May 2018
 Date

Very truly yours,
CESAR A. AQUINO
 Signature over Printed Name of Authorized Official
 OIC-Director, Human Resource Management Service
 Designation

Fund Cluster: 100000-1-1
 Funds Available: ₱75,000.00
 Dr. **JUBIE LEAH MAE S. COLES**
 Head of Accounting Division/Unit

ORS/BURS No.: 02-10101-2018-05-0114
 Date of the ORS/BURS: 5-22-18
 Amount: ₱576,000.00

PURCHASE ORDER

DEPARTMENT OF SOCIAL WELFARE & DEVELOPMENT
IBP Road, Constitution Hills, Quezon City

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Supplier :	ORGANIZATION MANAGEMENT AND DEVELOPMENT SYSTEMS INC. (OMDS)	PO No. :	2018-05-0414
Address :	Unit 1001 Medical Plaza, Ortigas Condo. San Miguel Ave., Ortigas Ctr., Pasig City	Date :	May 16, 2018
Tel. No. :	(632) 650-3840	Mode of Procurement :	Negotiated Procurement - Small Value Proc.
TIN :	001-964-856-000		

Gentlemen: PSR
Please furnish this office the following articles subject to the terms and conditions contained herein:

Place of Delivery: DSWD-Central Office	Delivery Term:	Advise to Debit Account (ADA)
Date of Delivery:	Payment Term:	15-30 days upon completion of supporting documents


Stock / Property No.	Unit	Description	Qty	Unit Cost	Amount
		<p>Payment Schedule: The Service Provider shall be paid the total amount of Seven Hundred Fifty Six Thousand Pesos (PhP 756,000.00) for services rendered for the subscription inclusive of all appropriate taxes and other incidental expenses which may be incurred in the course of the engagement after the delivery of the link to HRDS.</p> <p>Payment is one-time. 15-30 working days upon final inspection and acceptance of the delivery.</p> <p>Delivery Schedule: Within seven (7) working days upon receipt of Purchase Order.</p> <p>- Commissioning/ testing period: from receipt of Purchase Order to final acceptance of the delivery.</p> <p style="text-align: center;">AOQ No.: 18-0506 NP-SV PR No. : 2018041076</p> <p style="text-align: center;">Page 3 of 3</p>			

(Total Amount in Words) SEVEN HUNDRED FIFTY-SIX THOUSAND PESOS ONLY P 756,000.00

In case of failure to make full delivery within the time specified above, the amount of the liquidated damages shall be at least equal to one-tenth of one percent (0.001) of the cost of the unperformed portion for every day of delay. Once the cumulative amount of liquidated damages reaches ten percent (10%) of the amount of the contract, the Procuring Entity may rescind or terminate the contract, without prejudice to other courses of action and remedies available under the circumstances.

As a condition for payment, the supplier/service provider is required to submit the duly notarized Omnibus Sworn Statement together with the signed copy of this Purchase Order within three (3) days from the date the advance copy was served through facsimile machine.

Conforms:  CESAR M. IGAYAW Signature over printed name of Supplier Date: <u>21 May 2018</u>	Very truly yours,  CESAR A. AQUINO Signature over Printed Name of Authorized Official OIC-Director, Human Resource Management Service Designation
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Fund Cluster: <u>00000-1-1</u> Funds Available: <u>P756,000</u> for:  JUBIE LEAH MAE S. COLES Head of Accounting Division/Unit	ORS/BURS No.: <u>02-10/01-2018-05-0414</u> Date of the ORS/BURS: <u>05-22-18</u> Amount: <u>P756,000</u>
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