



Department of Social Welfare and Development
Field Office VII, Cebu City

PURCHASE ORDER

Supplier: EIDEN MAE CAFE LOBITAÑA	PO No. DSWD7-AMP-2024-570
Address: Back of Parian Police Station, Ibarra St. Cebu City	Date: 07/11/2024
Contact No.: 0955-103-6053	Mode of Procurement: NP-Highly Technical Consultant
Contact Person: Eiden Mae C. Lobitaña	TIN: 749-646-214-00000

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

Place of Delivery: AVRC II, Labangon Cebu City	Delivery Term: within 6 months (July to December 2024)
Date of Delivery: Pls. see dates stated below	Payment Term: Monthly (P 27,000.00/ per month including tax)

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
		PROVISION OF PROFESSIONAL SERVICES OF REGISTERED PSYCHOMETRICIAN			
	lot	Qualifications for Psychometrician: -Bachelor's Degree in Psychology -Licensed Psychometrician	1	162,000.00 (27,000.00 x 6 months)	162,000.00
		FUNCTIONS/DUTIES AND RESPONSIBILITIES: 1. Conducts interviews to appraise client's personality make-up and behavior; 2. Administers various special and adapted psychological tests to persons with disabilities or special groups to determine the level of mental ability, vocational interest, occupational preferences, and attitude to help them understand themselves, identify their problems, and understand their relative strengths and limitations; 3. Analyzes, interprets, and evaluates psychological test results to make recommendations concerning the client's successful completion of the vocational rehabilitation plan; 4. Reports test results and recommend the type of occupation which are in keeping with the client's abilities; 5. Renders guidance and counseling to clients who need these services; 6. Coordinates with rehabilitation team members especially with problem cases;			
		7. Conducts Social Group Treatment Plan II to the clients; 8. Accomplishes and submits daily time records; 9. Attends regular staff meetings, special meetings, and other activities of the Center; 10. Perform other related tasks as may be assigne (e.. act as resource person related to psychological concerns)			
		Job Outputs: 1. Initial Psychological Assessment Report 2. Psychometrician's Report 3. Behavioral Observation Report 4. Individual Session Report 5. Quarterly Accomplishment Report 6. Annual Accomplishment Report 7. Rehabilitation/ Progress Report 8. Other reportorial Requirements Contract Duration: July to December 31, 2024 Terms of Payment: Monthly (P 27,000.00/ per month including tax)			
		Purpose: To supplement the provision of the Vocational Guidance and Psychological Services Section to the clients of Area Vocational Rehabilitation Center II END USER: AVRC II (Ref: PR No.: DSWD7-2024-0877)			

(Total Amount in Words)	One Hundred Sixty Two Thousand Pesos	Gross Amount:	162,000.00
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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.

Conforme:

Eiden Mae C. Lobitaña
 EIDEN MAE C. LOBITAÑA
 Signature over Printed Name of Supplier
 Date: JUL 11 2024

Very truly yours,

Shalaine Marie S. Lucero
 SHALAINIE MARIE S. LUCERO, CESO IV
 Regional Director

Funds Available:	PAOLO GILBERTO B. CAPUL, CPA Regional Accountant	ALOBS No. : _____ Amount : _____
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