

October 22, 2018

RP-LOI-18-0036

EDILBERTO L. EJERCITO
137 Gorordo Avenue, Cebu City
09157792228/092226891708
berts_142005@yahoo.com

Dear Mr. Ejercito,

We would like to invite you to render your service as **Resource Person** in the conduct of Rollout Training on "**Makilahok**" or **Barangay Development Planning and Management** to be held at **Golden Peak Hotel and Suites, Cebu City** on **November 5-7, 2018**.

Your scope of service shall consist of the following:

ITEM	DESCRIPTION	NO. OF HOURS	UNIT COST	AMOUNT
1	Resource Person	800/hour x 8 hours per day x 3 days	800.00/Hour	19, 200.00

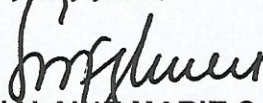
The engagement shall cover 24 hours within the (3) days activity.

We shall be paying you the amount of **NINETEEN THOUSAND TWO HUNDRED PESOS ONLY** payable upon the complete delivery of service of activity as required by KC-NCDDP authorized representative such **(1.)** Designated Resource Person shall discuss assigned topics as per agreed timeline and date; **(2.)** Provide presentation materials 3 days before the activity for the training team's reference and participants advance review; **(3.)** Provide the materials to be used and reproduced in advance e.g. workshop sheets and log sheets or workshop guide; **(4.)** Provide group/individual workshop activities for actual practice about the discussed topics to measure learning of participants in the discussion; **(5.)** Participate in the planning session of training conduct and preliminary meetings in the preparation for the training; **(6.)** Attend daily feedback session or as need arise after training; **(7.)** Review and provide inputs, insights and highlight during group/individual workshop sessions to improve knowledge and skills of participants; and, **(8.)** Coordinate with the RCDS and DSWD training team as training focal persons for any training concerns.

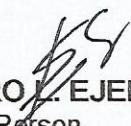
Signing this invitation indicates your confirmation and will serve as the agreement/contract for the said services. Please see attached Terms of Reference.

Thank you for your cooperation and support as partner to our program.

Very truly yours,


SHALAINÉ MARIE S. LUCERO
Director III/ARD for Operations

Conforme:


EDILBERTO L. EJERCITO
Resource Person