

CONTRACT OF SERVICES

KNOW ALL MEN BY THESE PRESENTS:

This contract is made and entered into by and between:

The Visayas State University, an institution of higher learning established under Presidential Decree No. 9158 with principal office at Visca, Baybay City, Leyte duly represented by the University President **DR. EDGARDO E. TULIN**, hereinafter referred to as the **FIRST PARTY**.

- and -

**MS. MARIA VERJIE Q. SUBERE** of legal age, Filipino, single and a resident of VSU, Visca, Baybay City, Leyte hereafter referred to as the **SECOND PARTY**:

WITNESSETH

**WHEREAS**, the **FIRST PARTY** is engaged not only in instruction but also in research and extension;

**WHEREAS**, the **FIRST PARTY** is a grantee of research funds from other government agencies such as PCARRD, DA, and other private institutions;

**WHEREAS**, the **FIRST PARTY** is in need of personnel who possess the necessary technical know-how in the field of agricultural research to conduct researches or assist the researchers in the conduct of research activities;

**WHEREAS**, the **SECOND PARTY** possess the required technical know-how in agricultural research and willing to participate in any research and development activities:

**NOW, THEREFORE**, premises considered, the parties hereto have hereunto agreed on the following terms and conditions to wit:

That the **FIRST PARTY** hereby employs the services of the **SECOND PARTY** as Science Research Assistant for OVPRE at VSU, ViSCA, Baybay City, Leyte effective July 1, 2017 – December 31, 2017 unless sooner terminated:

That the **SECOND PARTY** has the following duties and responsibilities:

1. Assists in the monitoring and evaluation of the university's R & D programs and activities.
2. Establishes and maintains appropriate filing system of all R implemented R & D programs/proposed activities.
3. Assist in the production of R & D reports and other related documents
4. Performs other related tasks assigned by superiors.

That in consideration of the services of the **SECOND PARTY**, the **FIRST PARTY** binds itself to pay the former a total of **P113,916.00** only representing salary including **PERA** and **ACA** payable at least twice a month at VSU, ViSCA, Baybay City, Leyte upon presentation of certificate of service rendered duly attested by the representative of the **FIRST PARTY**;

That the **SECOND PARTY** authorizes the **FIRST PARTY** to deduct from the former's monthly salary the amount corresponding to contribution to GSIS, PhilHealth and PAG-IBIG premiums which could not be legally provided for by the **FIRST PARTY** over the duration of this contract.

That the **FIRST PARTY** grants the **SECOND PARTY** the necessary expenses for travels made officially in connection with the project and duly approved by the **FIRST PARTY** or her duly authorized representative upon presentation of pertinent supporting papers and subject to usual accounting and auditing rules and regulations;

That the **SECOND PARTY** shall be entitled to leave benefits as provided for by Joint CSC and DBM Circular No. 99-7 dated December 29, 1999. However, since monetization of leave credits and payment of terminal benefits of contractual employees are chargeable only to the lump sum appropriation of the agency, the **SECOND PARTY** should enjoy all leave credits within the year it's earned.

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