

CONTRACT OF SERVICES
(Renewal)

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. 470 as amended by Presidential Decree 700 with principal office at Baybay City, Leyte, duly represented by the University President **DR. EDGARDO E. TULIN**, hereinafter referred to as the FIRST PARTY.

- and -

MS. MARIA FATIMA B. ESTROSAS of legal age, Filipino, single and a resident of Brgy. Marcos, Baybay City, Leyte hereafter referred to as the SECOND PARTY:

W I T N E S S E T H

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, NSDB, MA 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 hires the services of the SECOND PARTY as **Science Aide** in OVPRE effective **July 1, 2017 to December 31, 2017** unless sooner terminated:

That the SECOND PARTY has the following duties and responsibilities:

1. Monitors and consolidates all VSU-funded extension projects' accomplishments vis-à-vis the targets and prepares quarterly, midyear and year-end (annual) report for submission to the OVPRE planning unit, for integration and submission to FMO and other concerned offices;
2. Monitors and consolidates reports of all trainings conducted from departments, centers, institutes and colleges;
3. Takes charge of referral services and documents requests and actions taken by concerned departments, centers and institutes on requests by walk-in clients;
4. Assists in facilitating Extension In-House Review;
5. Assists in the Farmers' Field Day, Baybay Agro-Fair and other related activities;
6. Assists in facilitating training programs;
7. Do other tasks that may be assigned by the superior.

That in consideration of the services of the SECOND PARTY, the FIRST PARTY binds itself to pay the former a total amount of **P 84,930.00** only representing salary including **PERA** and **ACA** for two and half months, payable at least twice monthly at VSU, Visca, Baybay City, Leyte upon presentation of the 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 personnel contributions for GSIS, RLIP, Medicare, ECIP and PAG-IBIG premiums.

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 his duly authorized representative upon presentation of pertinent supporting papers and subject to usual accounting and auditing rules and regulations;

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Notary Public