



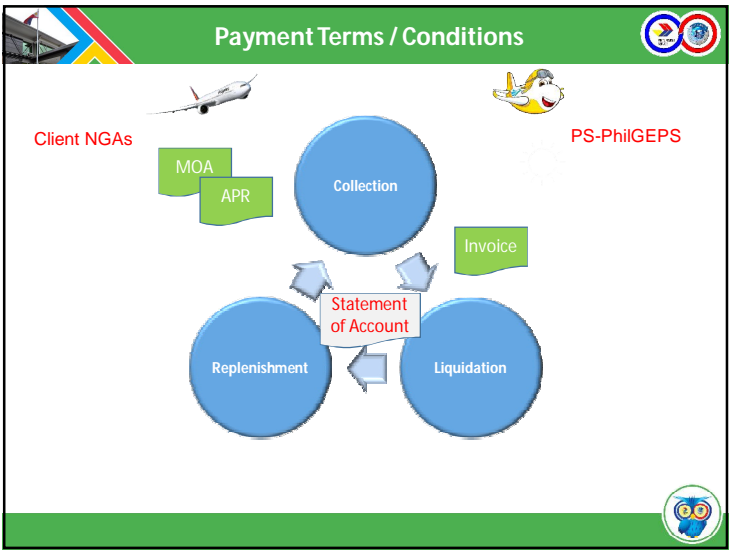
# GOVERNMENT FARES AGREEMENT

Payment Terms/Conditions  
Finance/Accounting Concerns





- Payment Terms/Conditions
- Finance/Accounting Concerns

ALLAN RAUL M. CATALAN  
Chief, Comptroller Division


## Payment Terms / Conditions

Collection	Liquidation	Statement of Account	Replenishment
<b>Client NGAs</b> <ul style="list-style-type: none"> <li>•Advance Payment</li> <li>•Memorandum of Agreement (MOA)</li> <li>•Agency Procurement Request (APR)</li> <li>•Check/Cash</li> </ul>	<ul style="list-style-type: none"> <li>•Service Invoice/Delivery Receipt</li> <li>•Airline weekly/bimonthly billings</li> </ul>	<ul style="list-style-type: none"> <li>• <b>Statement of Fund Balance (SOFB)</b></li> <li>• Monitor status of Advance Payment balance</li> </ul>	<ul style="list-style-type: none"> <li>• new APR based on Service Invoices</li> <li>• Check/Cash</li> </ul>
<b>PS-PhilGEPS</b> <ul style="list-style-type: none"> <li>•Official Receipt</li> <li>•Separate Subsidiary Ledger (SL)</li> <li>•Advise Airline of agency credit line</li> </ul>	<ul style="list-style-type: none"> <li>• Deduct to Advance Payment</li> <li>• Update SL</li> </ul>	<ul style="list-style-type: none"> <li>• Issue monthly SOFB or per request</li> <li>• System-generated</li> </ul>	<ul style="list-style-type: none"> <li>• Advise Airline to top-up credit line of agency</li> </ul>




Payment Terms / Conditions	
Collection	Accounting Entries
<b>Client NGAs</b> <ul style="list-style-type: none"> <li>• Advance Payment</li> <li>• Memorandum of Agreement (MOA)</li> <li>• Agency Procurement Request (APR)</li> <li>• Check/Cash</li> </ul>	Due from NGAs 5,000,000 Cash 5,000,000 <b>Agency Books</b>
<b>PS-PhilGEPS</b> <ul style="list-style-type: none"> <li>• Official Receipt</li> <li>• Separate Subsidiary Ledger (SL)</li> <li>• Advise Airline of agency credit line</li> </ul>	Cash 5,000,000 Due to NGAs 5,000,000 <b>PS-PhilGEPS Books</b>


Payment Terms / Conditions	
Liquidation	Accounting Entries
<b>Client NGAs</b> <ul style="list-style-type: none"> <li>• Service Invoice/Delivery Receipt</li> <li>• Airline weekly/bimonthly billings</li> </ul>	Travel Expenses 2,500,000 Due from NGAs 2,500,000 <b>Agency Books</b>
<b>PS-PhilGEPS</b> <ul style="list-style-type: none"> <li>• Deduct to Advance Payment</li> <li>• Update SL</li> </ul>	Due to NGAs 2,500,000 Sales Revenue 2,500,000 <b>PS-PhilGEPS Books</b>

Payment Terms / Conditions	
Statement of Account	No Accounting Entries
<b>Client NGAs</b> <ul style="list-style-type: none"> <li>• Statement of Fund Balance (SOFB)</li> <li>• Monitor status of Advance Payment balance</li> </ul>	Sample SOFB 
<b>PS-PhilGEPS</b> <ul style="list-style-type: none"> <li>• Issue monthly SOFB or per request</li> <li>• System-generated</li> </ul>	

Payment Terms / Conditions	
Replenishment	Accounting Entries
<b>Client NGAs</b> <ul style="list-style-type: none"> <li>• new APR based on Service Invoices</li> <li>• Check/Cash</li> </ul>	Due from NGAs 2,500,000 Cash 5,000,000 <b>Agency Books</b>
<b>PS-PhilGEPS</b> <ul style="list-style-type: none"> <li>• Advise Airline to top-up credit line of agency</li> </ul>	Cash 2,500,000 Due to NGAs 2,500,000 <b>PS-PhilGEPS Books</b>



## QUESTIONS: Finance/Accounting Concerns

For more information: 

**WEBSITE**  
[www.ps-philgeps.gov.ph](http://www.ps-philgeps.gov.ph)

**FOR PROCUREMENT SERVICE CONCERNS**  
689 - 7750 | [helpdesk@ps-philgeps.gov.ph](mailto:helpdesk@ps-philgeps.gov.ph)

**FOR PHILGEPS CONCERNS**  
640-6900 locals 8302 to 8313 | [agency@ps-philgeps.gov.ph](mailto:agency@ps-philgeps.gov.ph) | [supplier@ps-philgeps.gov.ph](mailto:supplier@ps-philgeps.gov.ph)

**MOBILE NUMBERS**  
0917-6203426 | 0917-6202606 | 0908-3031785