

REPUBLIC OF THE PHILIPPINES
The Health Insurance Corporation.
709 CityState Center Bldg.
Shaw Blvd. Brgy. Oranbo, Pasig City
Telefax No. 637-3158

ATTN: MS ANA

PRID-PS-07

PURCHASE ORDER

Supplier LITANY COMMERCIAL P.O No.: 05-061-12
Address Rm. 321 Downtown Bldg., Quintin Paredes St., Binondo Manila Date: May 23, 2012
Tel.Fax No. 254-2431 / Telefax No. 254-3542 Term of Payment: On Account
Supplier Registered with: PHILHEALTH Mode of Procurement: Local Shopping

Office Order No. **0017, s. 2012**

Please deliver to this office within **10 working days** from receipt hereof the following

NO.	QTY	UNIT	ITEM DESCRIPTION	UNIT PRICE	TOTAL AMOUNT
1	4	units	FILING CABINET, 4-DRAWERS Specification: - commercial grade steel, wrinkled gray finish, with spring loaded follower block on each drawer, one lock secure all drawers with thumb latch	9,550.00	38,200.00
			LESS:		
			EWT 1% 341.07		
			GMP 5% 1,705.36		
					2,046.43
					36,153.57
			RIV # 12-0307 dtd. 05/09/12 OCIO-Lynette C. Geronimo		

Terms & Conditions:

- The agency shall impose penalty in an amount equivalent to 1/10 on one (1%) percent of the total value of undelivered order for each day of the delay as liquidated damages.
- If the date of receipt of the Purchase Order / P.O. by the dealer is not indicated, it shall be deemed received on the day it was acknowledge to have been received by a representative either through fax or e-mail
- Delivery of the above item(s) shall be made within the prescribed schedule dates. Supplier are advised to inform Procurement Section at least two (2) days before the delivery. Use of elevator shall only be from 09:00 to 11:30 a.m. and 1:30 to 3:00 p.m. during Mon/Wed/Fri (MWF). All item(s) shall be delivered and accepted by the Procurement Section at 15th Floor, Room 1503 Citystate Ctr. Bldg. Pasig City
- Delivery Receipt and Sales Invoice shall be required for one-time complete delivery of the goods.
- Defective, incompatible or non-compliant of goods as to specification when quoted shall be rejected and returned at the time of delivery. With provision for a back-up unit in case of repair.
- Payment shall be made in full subject to corresponding government taxes within fifteen (15) working days upon receipt of Certificate of Acceptance and Inspection Report

Very truly yours,

05-353 07-521

CHERIE CARMEN B. DIVINA
Division Chief, PRSMD

Certified Budget Available:	Funds Available in the amount of:	Php38,200.00	APPROVED:
CORAZON M. TABULAO Fiscal Controller III	LILIA R. GARRIDO Fiscal Controller III		LOLITA V. TULIAO Senior Manager, PRID HEAD OF THE AGENCY or Authorized Representative
Within the COB: 2012	Expense Code: 23400 - Furniture & Fixture	Budget: P38,200.00	Remarks: changed to OCIO
CONFORME:			Received copy of P.O.:
Signature over Printed Name and Position of authorized representative			Date
Date: May 14 9:50 am			AVG 28 DUG DUGO

FAXED