## REPUBLIC OF THE PHILIPPINES Philippine Health Insurance Corporation 6ftr.Trinkdad Bldg, Yacapin-Corrales Sts. Cagayan de Oro City Telefax # 71-12-06

## PURCHASE ORDER

Supplier:

CROWN PAPER

Address:

Cagayan de Oro City

Tel/Fax : RIV#:

088-857-1576 258-03R

Date:

March 13, 2013

P.O.No.

1304P-104

Date :

April 2, 2013

Terms of payment

20-30 DAYS

Mode of Procurement

SHOPPING

Supplier Registered with:

Please deliver to this office within 15 working days from receipt hereof the following

NO.	QTY.	Unit	ITEM			
	-4	pcs	columnar notebook,14	ESCRIPTION	UNIT PRICE	TOTAL AMT.
	220	pcs	envelope,brown, short	columns	. 21.00	
	5		mimos person		1.00	
	25	reams	mimeo paper , short		120.00	~~~,0,0
	5	reams	February Paper, 1011	, S-18	.115.00	
	. 3	reams	paper, bond paper, sho	105.00		
			xxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxxx	TOTAL	525.00	
	-				TOTAL	4,304.00
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1. The agency shall impose penalty in an amount equivalent to 1/10 of 1 percent of the total value of

undelivered order for each day of the delay as liquidated damages.

2.Render your bills in triplicate copies including the original.

3.If the date of the receipt of the P.O. by the dealer is not indicated, it shall be deemed received on the 10th working day from the date of the approval of the P.O.

For imported items, IMPORTATION DOCUMENTS specifically showing the condition, serial numbers of the equipment purchased, and tax receipts, should be submitted by the supplier.

MANUE A

Very truly yours,

nptrollership Unit Head -Designate

Approved:

MARIA RHODELLA S. PARE Chief Management Services Division

DATU MASIDING M. ALONTO, JR.

**RVP PRO-10** 

Received copy of P.O. on

Name and Signature of Supplier/Representative

BY: