

Supplier: INASANGKAY COMPUTER CENTER
 Address: Sta. Cruz, Manila
 Tel/Fax No.: _____
 Supplier Registered with: _____

Terms of Payment: Charge
 Mode of Procurement: Public Bidding

Please deliver to this office within 30 from receipt hereof the following:

NO.	QTY	UNIT	ITEM DESCRIPTION	UNIT PRICE	TOTAL AMOUNT
	1	set	Computer Desktop, Personal Computer, for IT applic		
	51	set	use ACER Veriton M2611G	59,977.00	59,977.00
	3	unit	Computer Desktop, Personal Computer, standard		
	9	set	ACER Veriton M2611G	53,337.00	2,720,187.00
	5	unit	Computer Laptop, standard, HP Pavillion 14-B133TX	39,848.00	119,544.00
	15	unit	Computer Thin Client, HP 510	38,788.00	349,092.00
	1	unit	Printer, colored printer, Heavy Duty, HP Officejet 7110	11,868.00	59,340.00
	1	unit	Printer, Laser printer, network, Fuji Phaser 4600	65,500.00	982,500.00
	1	unit	Printer, standalone, Samsung ML-2540 Laser Printer	5,336.00	5,336.00
	1	unit	Projector, small room multimedia projector, EPSON		
	4	unit	EB-1880	74,240.00	74,240.00
	1	unit	Scanner, Standard, Flatbed, HP Scanjet 200	3,850.00	15,400.00
	1	unit	Wireless LAN Equipment for H.O., Dlink DIR-605L	3,850.00	3,850.00
			PRO & LHIO use		4,389,466.00


Terms & Conditions:

1. Purchase Order (PO) shall be accepted by the supplier before the delivery of goods and/ or services.
2. NO price increase shall be made by the supplier within seven (7) days from the date of the acceptance of PO.
3. Non-availability of stock shall be made known to PhilHealth before the acceptance of PO.
4. PhilHealth shall have the right to reject and return the items and cancel the corresponding PO if goods delivered are defective, incomplete or non-compliant as specification when quoted.
5. In case of returned/rejected items which cannot be replaced within seven (7) calendar days from notice, PhilHealth shall demand full refund of payment made "in cash" or "in check" three (3) calendar days. Deliveries should be made within office hours on working days on or before the date stipulated in the PO.

Note. This serves as a Notice to Proceed

Very truly yours,

[Signature]
LORENA M. RUBIS
 Chief, Mgt. Services Div.

Certified Budget Available: Funds Available in the amount of: <u>4,389,466.00</u>		APPROVED:  ORLANDO D. INIGO, JR. Regional Vice-President
LERI L. ILAGAN Budget Officer Designate	SHIRLEY S. VICTORIA Fiscal Controller IV	
With in the COB: _____ Expense Code: <u>2013</u> Bdgct: <u>CAPEX 238-20, ASS</u> Remarks: <u>4,389,466.00</u> <u>2013-12-00169</u>		
Conforms to: <i>[Signature]</i> Cristina S. Mahalang Signature over Printed Name and Position of Authorized Representative		
		Date: <u>12/27/13</u>

INSTRUCTIONS ON HOW TO USE THIS FORM:

1. This form shall be used for simple purchases of supplies & other materials, for one time delivery or other simple delivery items.
2. This form shall be accomplished by the staff of the Procurement Section upon decision of the Division Chief & Senior Manager as to which supplier has submitted the lowest quotation and if it had met the required specs.
3. All other terms and conditions stated herein are valid upon completion of signatories of authorized personnel.
4. The budget allocated must be affixed on the PO by routing to the Comptrollership Department upon approval of the PO.
5. This serves the purpose of a contract which shall be the basis of any delivery requirement and payment processing.
6. This form shall be prepared in 3 copies distributed as follows:
 1 copy - PRID

