

REPUBLIC OF THE PHILIPPINES
Philippine Health Insurance Corporation
 709 CityState Center Bldg.
 Shaw Blvd. Brgy. Oranbo, Pasig City
 Telefax No. 637-3158 637-4735

PURCHASE ORDER

Supplier **GEM STATIONERY, INC.** Purchase Order No. **12-149-14**
 Address **613 Condesa St. Binondo, Manila** Date: **December 17, 2014**
 Tel.Fax No. **242-4860** Term of Payment: **C.O.D**
 Supplier Registered with: **PHILHEALTH** Mode of Procurement: **Shopping**

Please deliver to this office within **C.O.D** from receipt hereof the following

NO.	QTY	UNIT	ITEM DESCRIPTION	UNIT PRICE	TOTAL AMOUNT
1	23	cans	Computer Cleaner, Wipe out	58.00	1,334.00
2	49	box	Staple Wire, for Industrial Stapler, Model: 23/10	26.50	1,298.50
3	21	box	Staple Wire, for Industrial Stapler, Model: 23/13	32.50	682.50
4	17	box	Staple Wire, for Industrial Stapler, Model: 23/17	43.50	739.50
5	100	pack	Sticker Paper, A4, (10pcs/pack)	26.95	2,695.00
6	209	box	Fastener, metal & plastic combination, 2 pcs. clip, 70mm, 50 sets/box	18.75	3,918.75
7	1528	pcs	Ballpoint Pen, Fine Point, Black	20.00	30,560.00
8	1343	pcs	Ballpoint Pen, Fine Point, Blue	20.00	26,860.00
9	393	pcs	Ballpoint Pen, Fine Point, Red	20.00	7,860.00
10	69	reams	Paper bond, Sub-20, A3	241.90	16,691.10
11	25	box	Rubber Band, Small	16.00	400.00
					93,039.35
					LESS: EWT 1% 830.71
					GMP 5% 4,153.54
					4,984.25
					88,055.10
			RIV #		
			14-0424 dtd. 06/03/14	PRID - 1st Quarter Stock 2014	
			140375 dtd. 05/20/14	PRID - 1st Quarter Stock 2014	
			14-0786 dtd. 05/15/14	PRID - 3rd Quarter Stock 2014	

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 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
- 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.

Very truly yours,

[Signature]
ELY E. ROXAS

Administrative Officer III

Certified Budget Available:	Funds Available in the amount of:	Php93,039.35	APPROVED:
<i>[Signature]</i> CORAZON M. TABULAO Fiscal Controller III	<i>[Signature]</i> LILIA R. GARRIDO Fiscal Controller III		<i>[Signature]</i> LEILA S. TUAZON OIC Head - SBAC HEAD OF THE AGENCY or Authorized Representative
Within the COB: <i>[Signature]</i>	12 - 458		
Expense Code: <i>[Signature]</i>			
Budget: <i>[Signature]</i>			
Remarks: <i>[Signature]</i>			
CONFORME:		Received copy of <i>[Signature]</i> Date <i>[Signature]</i>	
<i>[Signature]</i> Signature over Printed Name and Position of authorized representative			