

AGENCY NAME PHILIPPINE HEALTH INSURANCE CORPORATION
 ADDRESS Citystate Center Bldg., 709 Shaw Blvd., Pasig
 TEL. NOS. 637-3158, 441-7444 local 7674 or 7629

AGENCY ACCOUNT CODE X096
 AGENCY CONTROL No. APR No. 2016-0013

AGENCY PROCUREMENT REQUEST

PS APR No. 4/9/16

To: PROCUREMENT SERVICE
 DBM Compound, RR Road
 Cristobal St., Paco, Manila

PS/603935

PLEASE INDICATE (X) APPROPRIATE BOX ON ACTION REQUESTED ON THE ITEMS LISTED BELOW

Please issue common-use supplies/materials as indicated below
 Mode of delivery: Pick-up (Fast Lane) Pick-up (Schedule) Scheduled Delivery on _____

In case fund is not sufficient: Reduce Quantity Charge to Unutilized Deposit, APR No.: _____ Date: _____
 (* Please verify with PS-Accounting prior to your transaction date)

ITEM CODE	ITEM DESCRIPTION/SPECIFICATIONS	BIG BOX			
		QTY	UNIT	UNIT PRICE(as of 02/16/2016)	AMOUNT
1 44121506-EN-D01	ENVELOPE DOC., 229MM X 324MM	8	box	381.54	3,052.32
2 44121506-EN-D02	ENVELOPE, DOCUMENTARY, for legal size document	7	box	507.40	3,551.80
3 44121506-EN-X01	ENVELOPE, EXPANDING, KRAFTBOARD, for legal size doc	38	box	621.71	23,624.98
4 44121506-EN-X02	ENVELOPE, EXPANDING, PLASTIC	1	box	3,503.00	3,503.00
TOTAL ORDERED AMOUNT					33,732.10

DEPARTMENT OF BUDGET AND MANAGEMENT
 PROCUREMENT SERVICE
PAID
 O.R. No. _____ Date: 4/7/16
 Amount 157/152 35,936.99
 By: _____

FOR THE LATEST PRICES AND DETAILED SPECIFICATIONS, PLEASE REFER TO THE ELECTRONIC CATALOGUE @ www.procurement-service.gov.ph/www.philgeps.gov.ph

For verification of balances, call PS-Acctg Division @ Tel. Nos. (02) 563-9351 or email us at accounting@procurement-service.gov.ph

NOTE: ALL SIGNATURES MUST BE OVER PRINTED NAME

STOCKS REQUESTED ARE CERTIFIED TO BE WITHIN APPROVED PROGRAM:

ELY E. ROXAS

AGENCY PROPERTY/SUPPLY OFFICER

FUNDS CERTIFIED AVAILABLE:

LILIA R. GARRIDO
 LILIA R. GARRIDO

AGENCY CHIEF ACCOUNTANT

APPROVED:

ATTY. GILBERT G. KINTANAR

AGENCY HEAD/AUTHORIZED SIGNATURE

FUNDS DEPOSITED WITH PS CHECK No. _____
 IN THE AMOUNT OF: _____ (P _____) ENCLOSED