

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: OTUS COPY SYSTEMS, INC. Purchase Order No.: 03-013-16  
 Address: UD 9 David II Bldg., 567 Shaw Blvd., Wack Wack, East Greenhills, Mandaluyong Date: March 21, 2016  
 Tel. Fax No.: 723-0685, 725-7013 Term of Payment: On Account  
 Supplier Registered with: PHILHEALTH Mode of Procurement: Direct Contracting

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

NO.	QTY	UNIT	ITEM DESCRIPTION	UNIT PRICE	TOTAL AMOUNT
1	4	CO	Drum Kit for Fuji Xerox Phaser 4600 Network Printer	11,685.00	46,740.00
2	1	CO	Maintenance Kit for Fuji Xerox Phaser 4600 Network Printer	11,685.00	11,685.00
3	2	CO	Toner Cartridge for Fuji Phaser Network Printer 4510	11,496.00	22,992.00
4	18	CO	Toner Cartridge for Fuji Xerox Phaser Network Printer 4600	11,550.00	207,900.00
					289,317.00
Note: At least (1) year warranty from the date of delivery					
LESS: EWT 1% 2,563.19					
GMP 5% 12,915.94					15,499.13
					<b>273,817.87</b>
RIV #					
16-0121 dtd. 03/15/16 PRID 1st Quarter Stock					

**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 PSMO at 15th Floor, Room 1501 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.
- The contracting parties undertake to comply with Office order No. 0018-2015 entitled "Reiteration of Philhealth No Gift Policy (Revision 1)" which is deemed incorporated into this Contract. No Philhealth personnel shall solicit, demand, or accept, directly or indirectly, any gift from any person, group or association, or juridical entity, whether from the public or private sector, at anytime, on or off the work premises where such gift is given in the course of official duties or in connection with any transaction which which may affect the functions of their office or influence the actions of directors or employees, or create the appearance of a conflict of interest.

Very truly yours,

*[Signature]*  
ELY E. ROXAS

Administrative Officer III

Certified Budget Available:	Funds Available in the amount of:	Php289,317.00	APPROVED:
<i>[Signature]</i> <b>EDITHA O. RAMASTA</b> Fiscal Controller IV	<i>[Signature]</i> <b>LILIAN R. GARRIDO</b> Fiscal Controller III		<i>[Signature]</i> <b>MTY GILBERT G. KINTANAR</b> CORPORATE LEGAL COUNSEL
Within the COB: <u>03 2016</u>	Expense Code: <u>174-BD/ST06/13</u>	Budget: <u>289,317.-</u>	HEAD OF THE AGENCY or Authorized Representative
Remarks: <i>[Signature]</i>			

CONFORME:	Received copy of P.O.:
<i>[Signature]</i> <u>Tricia David / CSR</u> Signature over Printed Name and Position of authorized representative	<u>April 6, 2016</u> Date