

NAME AND ADDRESS OF REQUESTING AGENCY	PHILIPPINE HEALTH INSURANCE CORPORATION PRO - 1 EMDC Bldg. Sec. Francisco Q. Duque Jr. Rd., Dagupan City 2400, Pangasinan	AGENCY ACCT. CODE	
AGENCY PROCUREMENT REQUEST		AGENCY CONTROL No	16-04-006
		PS APR No.	16-02783

To: THE PROCUREMENT SERVICE
San Fernando City, La Union

18-Apr-16
(Date Prepared)

ACTION REQUESTED ON THE ITEM LISTED BELOW

- ☐ Please furnish with us Price Estimate (for office equipment/furniture & supplementary items)
☐ Please purchase for our agency/furniture/supplementary items per your Price Estimate (PS RAD No. _____ attached) dated _____
☒ Please issue common-use supplies/materials per PS price list as of February 1, 2016
☐ Please issue Certificate of Price Reasonableness
☐ Please furnish us with your latest/updated Price List
☐ Other (Specify) _____

IMPORTANT!! PLEASE SEE THE INSTRUCTIONS/CONDITIONS AT THE BACK OF ORIGINAL COPY

ITEM No.	ITEM AND DESCRIPTION/SPECIFICATIONS/STOCK No.	QTY.	UNIT	Unit Price	Amount
1	ENVELOPE Documentary, for A4, 500 pcs/box	1	pc	381.54	381.54
2	MARKER Permanent, Blue, bullet tip, non-toxic, medium point	13	pc	9.65	125.45
3	PAPER Ruled, 216mm x 330mm, 100 sheets	5	pad	18.26	91.30
Ref: PR#16-0311-0229		Total			598.29

NOTE: ALL SIGNATURES MUST BE OVER PRINTED NAME

STOCKS REQUESTED ARE CERTIFIED TO BE WITHIN APPROVED PROGRAM	FUNDS CERTIFIED AVAILABLE	RECOMMENDING APPROVAL	APPROVED
SALLY S. GOMEZ	EDWARD Q. ESPIRITU	MARICAR M. ARZADON, M.D.	RODOLFO B. DEL ROSARIO JR.
AGENCY PROPERTY/SUPPLY OFFICER	AGENCY CHIEF ACCOUNTANT	MO VII, Division Chief-MSD	AGENCY HEAD/AUTHORIZED SIGNATURE

By the Authority of the GSU Head

PEDRO BUTCH S. SORIA IV
AdSAC/Records Supervisor

By the Authority of the OIC-FMS

Jose A. Mones
Fiscal Controller III

By the Authority of the Division Chief-MSD

EDWARD Q. ESPIRITU
FCH/OIC-FMS HEAD

By the Authority of the OIC-RVP

Martene D. Soliba, MD
Medical Specialist IV

16041052