



Republic of the Philippines  
**PHILIPPINE HEALTH INSURANCE CORPORATION**  
PhilHealth Regional Office IVA  
Lucena Grand Central Terminal, Brgy. Ilayang Dupay, Lucena City  
Call Center (02) 441-7442 Contact Number (042) 373-7554  
[www.philhealth.gov.ph](http://www.philhealth.gov.ph) [region4a@philhealth.gov.ph](mailto:region4a@philhealth.gov.ph)



## PURCHASE ORDER

OFFICE/DEPARTMENT: MSD-Admin

Supplier: **VJ NARVAEZ GENERAL MERCHANDISE**  
Address: Merchan St.,  
Lucena City  
Tel.Fax No.: 710 4494  
Supplier Registered with: Department of Trade and Industry

PO No. 16-038  
Date: 29-Mar-16

Terms of Payment: on account  
Mode of Procurement: local shopping

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

NO.	QTY	UNIT	ITEM DESCRIPTION	UNIT PRICE	TOTAL AMOUNT
1	1	unit	MICROPHONE, Desk-type, gooseneck (Philips)	950.00	950.00
					950.00
			Less Taxes: 5% VAT	42.41	
			1% EWT	8.48	50.89
			<b>TOTAL AMOUNT</b>		<b>899.11</b>

**Terms & Conditions:**

- The agency shall impose equivalent to 1/10 of 1 percent of the total value of the undelivered order for each day of delay as liquidated damages.
- Purchase Order (PO) shall be accepted by the supplier before the delivery of goods and/or services.
- NO price increase shall be made by the supplier within seven (7) days from the date of the acceptance of PO.
- Non-availability of stock shall be made known to PhilHealth before the acceptance of PO.
- 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.
- 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.

Very truly yours,

**MIGUEL T. MACALINAO**  
Division Chief, MSD

Certified Budget Available:	Funds Available in the amount of: <u>950.00</u>	APPROVED:
<b>ERLYN V. ROJAS</b> Fiscal Controller II	<b>FELICIANA O. PASTORPIDE</b> Fiscal Controller IV	
With in the COB: <u>2016 COB</u>		<b>EDWIN M. ORIÑA, M.D.</b> OIC, PRO IVA
Expense Code: <u>774-10</u>		
Budget: <u>950.00</u>		
Remarks:		
Conforme:	<b>Damea Imelda B. Caliguan</b> 3/31/16	
Signature over Printed Name and Position of Authorized Representative / Date of Received		