

Supplier: WII TRADING CORPORATION Purchase Order No.: 12-188-17
 Address: Unit IV, 241 Midway Court Bldg. Edsa Mandaluyong City Date: December 20, 2017
 Tel. Fax No.: 727-6551 727-6562 Term of Payment: On Account
 Supplier Registered with PHILHEALTH Mode of Procurement: Small Value Procurement

Please deliver to this office within 10 working days from receipt hereof the following

NO.	QTY	UNIT	ITEM DESCRIPTION	UNIT PRICE	TOTAL AMOUNT
1	2	UNITS	LATERAL STEEL CABINET, 3-DRAWER FILING CABINET Made of # 20 cold metal steel sheets, powder coated color light gray finish, heavy duty bearings and rollers for smooth drawer operation, single lock system secures all drawers with on key, built-in interlock system Dimension: W-900mm x D-450 x H-1020mm Note: (1) year warranty	8,730.00	17,460.00
			LESS: EWT 1% 155.89 GMP 5% 779.46		17,460.00 935.35 16,524.65
		PR #	17-0736 dtd. 10-Nov-17 Compro		

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 acknowledged 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 PSMD at 15th Floor, Room 1501 Citystate Cir. 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 which in connection with any transaction 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.
- Warranty Security of 1% of gross amount (Section 62, Warranty of 2016 Revised IRR of RA 9184).

Very truly yours,

Ely E. Roxas
 ELY E. ROXAS

Administrative Officer III

Certified Budget Available:	Funds Available in the amount of:	Php 17,460.00	APPROVED:
<i>Corazon M. Tabulao</i> CORAZON M. TABULAO Fiscal Controller III	<i>Lynies S. Arcenas</i> LYNIES S. ARCENAS Fiscal Controller III P17,460.-		<i>Dr. Celestina Ma. Jude P. de la Serna</i> Dr. Celestina Ma. Jude P. de la Serna Interim/OIC President and CEO
Within the COB: 2017	Expense Code: 4060 7000 Furniture, Fixtures		HEA/OIC-VP HEAD OF THE AGENCY or Authorized Representative
Budget: P 17,460.-	Remarks: <i>changed to Compro</i>		
CONFORME:	<i>JUANAI DAZEN</i> Signature over Printed Name and Position of authorized representative	Received copy of P.O.:	<i>1/3/2018</i> Date