Republic of the Philippines PHILIPPINE HEALTH INSURANCE CORPORATION LNU, Commercial Bldg., Francisco Duque St., Tapuac District Dagupan City

POMM-P- 006

Small Value Procurement

COA on Travel 12/ 20/17

1 copy - Supplier

PURCHASE ORDER

OFFICE/DEPARTMENT: ADMINISTRATIVE SECTION, GENERAL SERVICE UNIT

Supplier:	ROBINSONS	INCORPORATED	PON	17-245 12/19/2017
Address:	Robinsons P	lace Pangasinan, National H-way Brgy., San M	guel Calasiao Pangasina Da	
Tel.Fax No.:	632-0209		Terms of Paymer	nt: C.O.D 3 days clearing
Supplier Registe	red with:	000-345-273-039 VAT	Mode of Procurement	nt: Negotiated Procurement-

Please deliver to this office within on December 22,2017 from receipt hereof the following:

NO.	QTY	UNIT	ITEM DESCRIPTION	UNIT PRICE	TOTAL AMOUNT
	582	pc	Gift Certificate 500s	500.00	291,000.00
	90	рс	Gift Certificate 100s	100.00	9,000.00
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			17-1207-0588	· · · · · · · · · · · · · · · · · · ·	
			PURPOSE: Corporate Christmas Activity/Year-End Celebration 2017	TOTAL	300,000.00

Terms & Conditions:

1. In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent (1%) for every day of delay shall be imposed.

2. For imported items, IMPORTATION DOCUMENTS specifically showing the condition, serial numbers of the equipment purchased, and tax receipts should be submitted by the supplier.

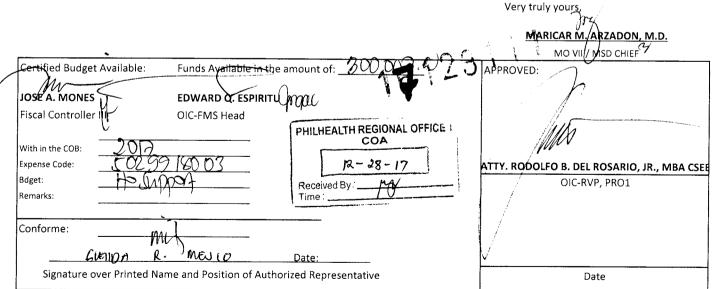
3. Purchase Order (PO) shal be accepted by the supplier before the delivery of goods and/ or services.

4. NO price increase shall be made by the supplier within seven (7) days from the date of the acceptance of PO.

5. Non-availability of stock shall be made known to PhilHealth before the acceptance of PO.

6. 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.

7. 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.



INSTRUCTIONS ON HOW TO USE THIS FORM:

1. This form shall be used for simple purchases of supplies & other materials, for one time delivery or other simple delivery items.

2. This form shall be accomplished by the staff of the Procurement Section upon decision of the Division Chief &

Senior Manager as to which supplier has submitted the lowest quotation and if it had met the required specs.

3. All other terms and conditions stated herein are valid upon completion of signatories of authorized personnel.

4. The budget allocated must be affixed on the PO by routing to the Comptrollership Department upon approval of the PO.

5. This serves the purpose of a contract which shall be the basis of any delivery requirement and payment processing.

6. This form shall be prepared in 3 copies distributed as follows: