

REPUBLIC OF THE PHILIPPINES  
**PhilHealth Insurance Corporation**  
709 CityState Center Bldg.  
Shaw Blvd. Brgy. Oranbo, Pasig City  
Telefax No. 637-3158 637-4735

**PURCHASE ORDER**

Supplier: BOC'S TRADING COMPANY, INC. Purchase Order No.: 03-007-18  
Address: 264 San Vicente St. Binondo, Manila Date: March 26, 2018  
Tel.Fax No.: 241-2976 Term of Payment: On Account  
Supplier Registered with PHILHEALTH Mode of Procurement: Local Shopping

Please deliver to this office within 15 working days from receipt hereof of the following

NO.	QTY	UNIT	ITEM DESCRIPTION	UNIT PRICE	TOTAL AMOUNT
1	30	pcs	Marker, Metallic Gold, big	86.50	2,595.00
2	23	pcs	Marker, Metallic Gold, small	96.50	2,219.50
3	21	pcs	Marker, Metallic Silver, big	86.50	1,816.50
4	23	pcs	Marker, Metallic Silver, small	96.50	2,219.50
5	238	pcs	Marker, Permanent Pen, Black, Board tip, Toxic	26.50	6,307.00
6	202	pcs	Marker, Permanent Pen, Blue, Board tip, Toxic	26.50	5,353.00
7	167	pcs	Marker, Permanent Pen, Red, Board tip, Toxic	26.50	4,425.50
8	72	pcs	Marker, Permanent Pen, Black, Bullet Tip, Toxic, Medium Point	26.50	1,908.00
9	49	pcs	Marker, Permanent Pen, Blue, Bullet Tip, Toxic, Medium Point	26.50	1,298.50
10	25	pcs	Marker, Permanent Pen, Red, Bullet Tip, Toxic, Medium Point	26.50	662.50
11	42	ream	Paper, Bond, Multicopy, 80gsm, A3	379.00	15,918.00
12	22	ream	paper, Book Paper, Short S20	156.00	3,432.00
13	105	ream	Paper, Parchment, multi purpose, Legal size: (100 sheets/ream)	220.00	23,100.00
					71,255.00
LESS: EWT 1% 636.21					
GMP 5% 3,181.03					3,817.24
PR#					67,437.76
18-0031 dtd. 3/1/2018 PRID					
18-0039 dtd. 3/2/2018 PRID					

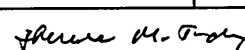
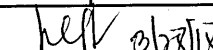
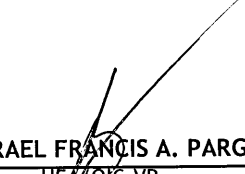
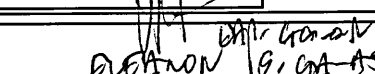
**Terms & Conditions:**

1. 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.
2. 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
3. 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 Ctr. Bldg., Pasig City.
4. Delivery Receipt and Sales Invoice shall be required for one-time complete delivery of the goods.
5. 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.
6. 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.
7. Retention Fee of 1% of gross amount (GPPB Resoution No. 30-2017 of 2016 Revised IRR of RA 9184).

Very truly yours,

**ELY E. ROXAS**

Administrative Officer III

Certified Budget Available:	Funds Available in the amount of:	Php71,255.00	APPROVED:
 <b>THERESE M. TINDOY</b> Fiscal Controller III	 <b>LYNIE S. ARCENAS</b> Fiscal Controller III		 <b>DR. ISRAEL FRANCIS A. PARGAS</b> HEAD OF THE AGENCY or Authorized Representative
Within the COB: <u>2018</u>	Expense Code: <u>520701001 / 10</u>	Budget: <u>71,255.00</u>	
CONFORME:			Received copy of P.O.:
 Signature over Printed Name and Position of authorized representative			<u>04/05/18</u> Date