

REPUBLIC OF THE PHILIPPINES
Philippine Health Insurance Corporation
 709 Citystate Center Bldg.
 Shaw Blvd. Brgy. Oranbo, Pasig City
 Telefax No. 637-3158 637-4735
PURCHASE ORDER

Supplier: **ST. FRANCIS SQUARE DEPARTMENT STORE, INC.** Purchase Order No.: **05-019-18**
 Address: **477 St. Francis Square Bldg., Altim Vargos, Ortigas Center, Mandaluyong City** Date: **May 2, 2018**
 Tel/Fax No.: **432-1010** Term of Payment: **On Account**
 Supplier Registered with: **PHILHEALTH** Mode of Procurement: **Shopping**

Please deliver to this office within **30 working days** from receipt hereof the following

NO.	QTY	UNIT	ITEM DESCRIPTION	UNIT PRICE	TOTAL AMOUNT
1	506	box	Index Tab, transparent, self adhesive, assorted colors, (5 sets/box)	60.00	30,360.00
2	100	pad	Post It Smart Flags (earrags), 3M 689-5CN	248.00	45,840.00
3	280	pad	Post It Note, Standard Flags 3M 680-1	78.00	21,840.00
4	08	pad	Stick on Note Pad, 2x2, 51mm x 51mm, 400 sheets/pad, assorted colors	159.00	13,992.00
5	32	bottle	Glue, white, 473ml	373.00	11,936.00
6	63	pc.	Paste, roll-on	8.75	551.25
7	38	jar	Paste, solid with water wall and applicator, 200gms	46.00	1,718.00
8	32	book	Record Book, 300 pages, 215mm x 275mm, 55gms, Smyth sewn, with official Record Book Printing	66.50	2,128.00
9	22	roll	Tape, adhesive, size 1", double sided without foam	61.50	1,353.00
10	70	roll	Tape, Adhesive, size 1", double sided without foam	20.50	1,435.00
11	47	roll	Tape, Adhesive, size 2", double sided with foam	145.00	6,815.00
12	70	roll	Tape, Adhesive, size 2", double sided without foam	60.00	4,200.00
13	104	roll	Tape, transparent, size 3", 50m	30.00	3,180.00
14	16	roll	Electrical tape, 18mm x 16m, assorted color	38.00	608.00
15	1,000	pc.	Coverboard, Morocco, assorted A4	3.70	3,700.00
16	1,000	pc.	Coverboard, Morocco, assorted Legal	3.75	3,750.00
17	49	pc.	Felt Paper, assorted colors	16.50	1,138.50
18	330	pc.	Manila paper, 60gsm, thickness: 0.014mm, min. dimension: 1200mm x 900mm, min. (10 sheets per sleeve)	2.40	792.00
19	76	pack	Paper Neon, colored, 210mm x 297mm A4, (10pcs./pack)	19.00	1,444.00
20	148	pack	Paper, special, color specified, (10's) short	25.00	3,700.00
21	60	pack	Sticker Paper, A4 (10 pcs./pack)	31.50	1,890.00
					161,906.75
LESS: FWI 1% 1,449.60 ✓					
GMP 3% 1,227.98 ✓					
					8,473.58
					153,233.17
PR #					
18-0071 dtd. 03-19-18 - PRID 1st Quarter Stock					
18-0067 dtd. 03-19-18 - PRID 1st Quarter Stock					
18-0066 dtd. 03-19-18 - PRID 1st Quarter Stock					
18-0069 dtd. 03-19-18 - PRID 1st Quarter Stock					
18-0064 dtd. 03-19-18 - PRID 1st Quarter Stock					

Terms & Conditions:

- The agency shall impose penalty in an amount equivalent to 1MD 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 08:00 to 11:30 a.m. and 1:30 to 3:00 p.m. during Mon/Wed/Fri (MWTF). All item(s) shall be delivered and accepted by the PSMD at 18th Floor, Room 1801 Citystate Ctr. 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 person undertakes to comply with Office order No. 0018-2015 entitled (Restoration 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 67, Warranty of 2016 Revised IRR of RA 9184).

Very truly yours,

ELY E. ROSAS

Administrative Officer III

Certified Budget Available:	Funds Available in the amount of:	PHP 161,906.79
<i>Therese M. Tinioy</i> THERESE M. TINIOY Fiscal Controller III	<i>LYNE S. ARDENAS</i> LYNE S. ARDENAS Fiscal Controller III	
Within the Code:		
System Code:		
Budget:		
Remarks:		
CONFORME:		
Signature over Printed Name and Position of authorized representative		
APPROVED:		
<i>DR. ISRAEL FRANCIS A. PARGAS</i> DR. ISRAEL FRANCIS A. PARGAS HEAD OF THE AGENCY or Authorized Representative		
Received copy of P.O.:		
<i>May 8, 2018</i> Date		