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: PAPERLINE ENTERPRISES — Purchase Order No.: **09-089-18**
Address: 1140 Chino Roces Ave., San Antonio Village, Makati City — Date: September 18, 2018
Tel.Fax No.: 897-0135 — Term of Payment: On Account
Supplier Registered with PHILHEALTH — Mode of Procurement: Shopping

Please deliver to this office within **20 working days** from receipt hereof the following

NO.	QTY	UNIT	ITEM DESCRIPTION	UNIT PRICE	TOTAL AMOUNT
1	110	pad	Post-it Flag, Small flags (Eartag)	265.70	29,227.00
2	114	pad	Post-it Flag, Standard flags	95.95	10,938.30
3	138	pad	Stick-On Note Pad, 2 x 2, 51mm x 51mm, (2x2) 400 sheets per pad	169.95	23,453.10
4	245	pad	Stick-On Note Pad, 2 x 3, 50mm x 76mm, (2x3) 70 gsm, 100 sheets per pad, assorted colored	45.95	11,257.75
5	292	pad	Stick-On Note Pad, 3 x 3, 76mm x 76mm, (3x3) 70 gsm, 100 sheets per pad, assorted colored	50.75	14,819.00
6	169	pad	Stick-On Note Pad 3 x 4, 76mm x 100mm (3x4) 70 gsm, 100 sheets per pad assorted colors	75.00	12,675.00
					102,370.15
			LESS: EWT 1% 914.02		
			GMP 5% 4,570.10		5,484.12
					96,886.03
			PR # 18-0323 dtd. 05-30-18 PRID - 3rd & 4th Quarter Stock 2018		

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 acknowledge 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. Warranty Security of 1% of gross amount (Section 62. Warranty 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: Php102,370.15

THERESE M. TINDOY
Fiscal Controller III

LYNIE S. ARCENAS 9/19/18
Fiscal Controller III
₱ 102,370.15

Within the COB: 2018
Expense Code: 50203010 01 / 10
Budget: ₱ 102,370.15 / un off.
Remarks:

APPROVED:

9/21/18
MARY ANN A. MALINIS
Head, SBAC
HEAD OF THE AGENCY
or Authorized Representative

CONFORME: Jude Martin D. Islek
Signature over Printed Name and Position of authorized representative

Received copy of P.O.: Sept 24 - 2018
Date