Republic of the Philippines
PHILIPPINE HEALTH INSURANCE CORPORATION
CNU Commercial Bldg, Francisco Dulduan St, Tapuac District Dagupan City

POMM-P-006

PURCHASE ORDER

OFFICE/DEPARTMENT: ADMINISTRATIVE SECTION, GENERAL SERVICE UNIT

Supplier: ZASHEN FASHIONS
Address: 1961 Espana Boulevard, Sampaloc Manila
Tel.Fax No.: 02 741-6864/09173045108
Supplier Registered with:

PO No. 18-16
Date: 3/7/2018
Terms of Payment: Charge
Mode of Procurement: Negotiated Procurement-Small Value Procurement

Please deliver to this office within ~~30~~ 9 ***days upon approval of actual sample*** from receipt hereof the following:

NO.	QTY	UNIT	ITEM DESCRIPTION	UNIT PRICE	TOTAL AMOUNT
	275	pcs	PhilHealth Corporate Marketing Shirts See attached lay-out & design	260.00	71,500.00
				TOTAL	71,500.00
			Less: VAT (5%/1.12)		3,191.96
			EWT (1%/1.12)		638.39
			xxxxxxxxxxxxxxx Nothing follows xxxxxxxxxxxxxxx		
			PR #: 18-0208-0097		
			PURPOSE: Replacement of worn-out green & yellow shirt w/ ALAGA KA logos as per OM # 0150 and PRO1 ALAGA KA & corp. activities/events	TOTAL	67,669.65

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) shall 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.

BUDGET ALLOCATION NO. R 030 10

BY THE AUTHORITY OF THE
3/8/18
MARIETTA BRAVO
FISCAL CONTROLLER II

Very truly yours,

MARICAR M. ARZADON, M.D.
MO VII / VSD CHIEF

Certified Budget Available: Funds Available in the amount of: 71,421.71

JOSE A. MONES
Fiscal Controller III

EDWARD Q. ESPIRITU
OIC-FMS Head

Write in the COA
Expense Code
Budget
Remarks

PHILHEALTH REGIONAL OFFICE I
COA
5-7-18
Received By:
Time:

APPROVED:

ATTY. RODOLFO B. DEL ROSARIO, JR., MBA CSE
Regional Vice President

Conforme:

5-7-18
Date

Signature over Printed Name and Position of Authorized Representative

Date

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:

1 copy - Comptrollership Dept   1 copy - COA   1 copy - Supplier