

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 **MYZ ALTA MUEBLES ENTERPRISES**  
 Address Unit 1 No. 77 Sumulong Highway, Brgy. Mayamot, Antipolo City  
 Tel.Fax No. 624-5330  
 Supplier Registered with: PHILHEALTH

Purchase Order No.: **07-056-19**  
 Date: July 11, 2019  
 Term of Payment: On Account  
 Mode of Procurement: Small Value Procurement

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

NO.	QTY	UNIT	ITEM DESCRIPTION	UNIT PRICE	TOTAL AMOUNT
1	3	units	<b>FILING SAFE CABINET (MOBILE PEDESTAL)</b> Made of gauge no. 20 cold rolled steel sheets, powder coated finish, color light gray, three drawer pull-out with replaceable central locking system, base shall have anti-tip supports (front & back) with nylon caster, size W400mm x D560mm x H650mm	3,800.00	11,400.00
2	1	units	<b>STORAGE STEEL CABINET (CHILDREN'S CABINET)</b> Made of gauge no. 20 cold rolled steel sheet, powdered-coated color light cold rolled steel sheet, powder coated color light gray finish, heavy duty bearing and rollers for smooth drawer operations, single lock system secures all drawers with one key, built in drawer interlock systems prevents more than one drawer from opening at a time with handle : 36"h X 36"W X 18" D  Note: One (1) year warranty	10,500.00	10,500.00
					21,900.00
LESS: EWT 1% 195.54					
GMP 5% 977.68					1,173.22
PR#					20,726.78
19-0260 dtd. 05-15-19 PRID					
19-0301 dtd. 07-18-19 PRID					

**Terms & Conditions:**

- 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.
- 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 to 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 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.
- 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 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.
- In all cases, the request for extension should be submitted before the lapse of the original delivery date. The maximum allowable extension shall not be longer than the initial delivery period as stated in the original contract.

07-245

Very truly yours,

*Joseph O. Vergara*  
**JOSEPH O. VERGARA**  
 Head, SBAC

Certified Budget Available:	Funds Available in the amount of:	Php21,900.00
<i>Therese M. Tinoot</i> <b>THERESE M. TINOOT</b> Fiscal Controller III		<i>Lilia R. Garrido</i> <b>LILIA R. GARRIDO</b> Fiscal Controller III
Within the COB:	2019	
Expense Code:	5020322001 / 5020322001	
Budget:	21,900.00	
Remarks:	Amount to various office	

APPROVED:

*Ruben John A. Basa*  
**RUBEN JOHN A. BASA**  
 Chief Operating Officer - COO  
 HEAD OF THE AGENCY  
 or Authorized Representative

CONFORME:

*Marieta T. Cesar*  
**MARIETA T. CESAR**

Received copy of P.O.: