Republic of the Philippines
PHILIPPINE HEALTH INSURANCE CORPORATION
PhilHealth Regional Office IVA
Lucena Grand Central Terminal, Brgy. Ilayang Dupay, Lucena City
Call Center (02) 8441-7442 | Contact Number (042) 373-7554
www.philhealth.gov.ph | region4a@philhealth.gov.ph

UNIVERSAL HEALTH CARE

PURCHASE ORDER

OFFICE/DEPARTMENT: MSD-Admin

Supplier: MICRO PACIFIC TECHNOLOGIES AND SYSTEMS CORPORATION
Address: 2F Chemphil Building, 851 A. Arnaiz Avenue, Brgy. San Lorenzo, Makati City
Tel.Fax No.: (02) 840 4563 / (02) 840 4601 / (02) 840 4787 loc 133 / 0999 913 4440
Supplier Registered with: Security and Exchange Commission

PO No. 20-01-041
Date: August 5, 2020
Terms of Payment: ~~on account~~ COD
Mode of Procurement: local shopping

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

NO.	QTY	UNIT	ITEM DESCRIPTION	UNIT PRICE	TOTAL AMOUNT
1	9	Cart	INK CARTRIDGE (For Existing units of Printers) for HP 934XL BLACK	1,700.00	15,300.00
2	5	Cart	INK CARTRIDGE (For Existing units of Printers) for HP 935XL CYAN	1,100.00	5,500.00
3	5	Cart	INK CARTRIDGE (For Existing units of Printers) for HP935XL MAGENTA	1,100.00	5,500.00
4	5	Cart	INK CARTRIDGE (For Existing units of Printers) for HP935XL YELLOW	1,100.00	5,500.00
5	40	cart	TONER CARTRIDGE (for existing units of Printers) for HP37A	9,800.00	392,000.00
6	4	cart	TONER CARTRIDGE (FOR NEW PRINTER MODELS) for HP PRO M254NW, HP 202A Black	3,440.00	13,760.00
			ORDER BASIS		437,560.00
			45-60 Days Less Taxes: 5% VAT	19,533.93	
			lead time 1% EWT	3,906.79	23,440.72
				TOTAL AMOUNT	414,119.28
			Purchase Request No: 2020-01-059 **Date:** 9-Jul-20		

Terms & Conditions:

1. The agency shall impose equivalent to 1/10 of 1 percent of the total value of the undelivered order for each day of delay as liquidated damages.
2. If the date of receipt of the Purchase Order / PO by the dealer is not indicated, it shall be deemed received on the day it was acknowledge to have been received by a representative either through fax or email.
3. Delivery of the above item(s) shal be made within the delivery period from Mondays to Fridays 8am to 5pm. Supplier are advised to inform Procurement Section atleast two (2) days before the delivery. All item/s) shall be delivered and accepted by the Property and Supply Unit at Philhealth Regional Office IV-A, Lucena Grand Central Terminal, Brgy. Ilayang Dupay, Lucena City.
4. Delivery Receipt and Sales Invoice shall be required to 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 directorate employees, or create the appearance of a conflict of interest.

Very truly yours,

BENJIE A. CUVINAR
OIC, MSD

Certified Budget Available:	Funds Available in the amount of: 437,560.00	APPROVED:
MA. PAMELA B. LEYNES Fiscal Examiner A	**ARON R. RIANO** Fiscal Controller IV	**EDWIN M. ORIÑA, M.D.** RVP, PRO IVA
With in the COB: 2020 COB Expense Code: 50203010012 Budget: 437,560.00 Remarks:		
Conforme: Irvin John Repata / account executive Signature over Printed Name and Position of Authorized Representative		Received Copy of PO: 8/12/2020 Date

PHILHEALTH REGION IVA
Procurement Unit
RECEIVED
SEP 15 2020
ALLAN JEFFREY DATINGUINOO
Name & Signature

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UNIVERSAL HEALTH CARE

CERTIFICATE OF AVAILABILITY OF FUNDS (CAF)

Cost Center	ADMIN	ROF#:	2020-0219	08/07/2020
		CAF#:	2020-0219	08/07/2020

Particulars	Account Code (to be filled out by Budget)	Amount
PAYMENT OF PROCUREMENT OF IT SUPPLIES OF PRO IVA.	5020301002	₱437,560.00
Payee: MICRO PACIFIC TECHNOLOGIES AND SYSTEMS CORPORATION		
Reference: 20-01-041		
TOTAL		₱437,560.00

REQUESTED BY	FUNDS AVAILABLE	CERTIFICATION
Certifed: Charges to budget necessary, lawful and under my direct supervision	Certifed: Budget available and earmarked for the purpose, as indicated above	Certifed: Funds available for disbursement herein described; in the amount specified
Signature:	Signature:	Signature:
Printed Name: Joseph Adrian R. Rejano	Printed Name: Ma. Pamela B. Leynes	Printed Name: Aron R. Riano
Position: AO III	Position: Budget Officer - Designate	Position: Fiscal Controller IV
Office: ADMIN	Office: MSD-FMS	Office: MSD-FMS
Date:	Date:	Date:
Remarks:	Remarks:	Remarks:

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APPROVED BUDGET FOR THE CONTRACT (ABC)
PROCUREMENT OF OFFICE SUPPLIES
within PRO IVA

Contract Duration: CY 2020

ABC No. 2020-053
Date: 7/6/2020

ITEM NO. (a)	DESCRIPTION (b)	QTY (c)	UNIT (d)	CURRENT MARKET PRICE (e)	No. Of Days/Nights (If Applicable) (f)	Sub-Total (g)=[(c)(e)(f)]	5% Contingency for Price Escalation (h)=[(g)(5%)]	TOTAL COST (i) =(g)+(h)
1	COMPUTER CLEANER_Wipe Out	7	can	63.95		447.65		447.65
2	INK CARTRIDGE (For Existing units of Printers)_for HP 934XL BLACK	9	Cart	1,890.00		17,010.00		17,010.00
3	INK CARTRIDGE (For Existing units of Printers)_for HP 935XL CYAN	5	Cart	1,207.50		6,037.50		6,037.50
4	INK CARTRIDGE (For Existing units of Printers)_for HP935XL MAGENTA	5	Cart	1,207.50		6,037.50		6,037.50
5	INK CARTRIDGE (For Existing units of Printers)_for HP935XL YELLOW	5	Cart	1,207.50		6,037.50		6,037.50
6	RIBBON (For Existing units of Printers)_for Dot Matrix, 132 Columns, OKI ML5791	5	Spool	4,000.00		20,000.00		20,000.00
7	RIBBON (For Existing units of Printers)_for OKI ML1120, 80 column	6	Spool	4,000.00		24,000.00		24,000.00
8	THERMAL PAPER_for EPSON TM-T82ii	300	roll	121.28		36,384.00		36,384.00
9	TONER CARTRIDGE (For Existing units of Printers)_for HP LASERJET PRO M102a (17A)	2	Cart	2,310.00		4,620.00		4,620.00
10	TONER CARTRIDGE (For Existing units of Printers)_for HP NFP 725DN HP14A, CF214A	4	Cart	13,492.50		53,970.00		53,970.00

11	TONER CARTRIDGE (For Existing units of Printers)_for HP37A	40	Cart	11,025.00		441,000.00		441,000.00
12	TONER CARTRIDGE (For Existing units of Printers)_for HP79A	5	Cart	2,682.75		13,413.75		13,413.75
13	TONER CARTRIDGE (FOR NEW PRINTER MODELS)_Toner Cartridge, Colored	7	cart	11,550.00		80,850.00		80,850.00
TOTAL								709,807.90

Prepared by:

JOSEPH ADRIAN R. REJANO
AO III

Certified Funded in COB

ARON R. RIANO
Head, FMS

Recommended by:

BENJIE A. CUVINAR
OIC, MSD

Approved:

EDWIN M. ORIÑA, M.D.
RVP, PRO IVA

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PURCHASE REQUEST (PR)

PhilHealth Regional Office IV-A

Department / Office : PRO IV-A
Division : ASS

PR No. 2020-01-059
Date : July 9, 2020

Item No.	Unit	Item Description	Qty	Estimated Unit Cost	Estimated Total Cost
1	can	COMPUTER CLEANER_Wipe Out	7	63.95	447.65
2	Cart	INK CARTRIDGE (For Existing units of Printers)_for HP 934XL BLACK	9	1,890.00	17,010.00
3	Cart	INK CARTRIDGE (For Existing units of Printers)_for HP 935XL CYAN	5	1,207.50	6,037.50
4	Cart	INK CARTRIDGE (For Existing units of Printers)_for HP935XL MAGENTA	5	1,207.50	6,037.50
5	Cart	INK CARTRIDGE (For Existing units of Printers)_for HP935XL YELLOW	5	1,207.50	6,037.50
6	Spool	RIBBON (For Existing units of Printers)_for Dot Matrix, 132 Columns, OKI ML5791	5	4,000.00	20,000.00
7	Spool	RIBBON (For Existing units of Printers)_for OKI ML1120, 80 column	6	4,000.00	24,000.00
8	roll	THERMAL PAPER_for EPSON TM-T82ii	300	121.28	36,384.00
9	Cart	TONER CARTRIDGE (For Existing units of Printers)_for HP LASERJET PRO M102a (17A)	2	2,310.00	4,620.00
10	Cart	TONER CARTRIDGE (For Existing units of Printers)_for HP NFP 725DN HP14A, CF214A	4	13,492.50	53,970.00
11	Cart	TONER CARTRIDGE (For Existing units of Printers)_for HP37A	40	11,025.00	441,000.00

FERNALYN CLEMEN
Clerk II
Date: 7/9/2020

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PURCHASE REQUEST (PR)

PhilHealth Regional Office IVA

Department / Office : **PRO IV-A**
Division : **ASS**

PR No. : 2020-01-059
Date : July 9, 2020

Item No.	Unit	Item Description	Qty	Estimated Unit Cost	Estimated Total Cost
12	Cart	TONER CARTRIDGE (For Existing units of Printers)_for HP79A	5	2,682.75	13,413.75
13	cart	TONER CARTRIDGE (FOR NEW PRINTER MODELS)_Toner Cartridge, Colored	7	11,550.00	80,850.00
		NOTHING FOLLOWS	-	-	
		C.O.B. / Trust: **2020 COB** Expense Code: **5020301002** Charge to: **MSD-Admin** Budget Limit: **709,807.90** Signature: **MA. PAMELA B. LEYNES**			
				Grand Total	709,807.90

We certify that the items and corresponding amount listed above are based on the CY 2020 COB and within the approved 2020 app. All items requested under this PR SHALL NOT, hereinafter, be available for realignment, unless cancelled within the prescribed period.

PURPOSE: *REGULAR IT SUPPLIES (2nd Qtr)- SHOPPING*

	Prepared By:	Recommended By:	Approved By:
Signature :			
Printed Name :	JOSEPH ADRIAN R. REJANO	BENJIE A. CUVINAR	EDWIN M. ORIÑA, MD
Designation :	AO III	OIC, MSD	RVP/ORVP
Date :			