

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: METRO PAPER CONVERTER PHILS. CORP. Purchase Order No.: PO-2021-008
 Address: Mercedes Business Park Stuffed St., San Andres Calinta, Rizal Date: June 18, 2021
 Tel./Fax No.: 87978-7858 Term of Payment: On Account
 Supplier Registered with: Security and Exchange Commission (SEC Certificate Number : CS201012424) Mode of Procurement: Shopping - Section 52.1 (b)
 Gentlemen:

Please deliver the following article(s), product(s), supplies, or materials listed below, subject to the terms and conditions contained herein:

Please deliver to this office within 10 working days from receipt hereof of the following

NO.	QTY	UNIT	ITEM DESCRIPTION	UNIT PRICE	TOTAL AMOUNT
1	5,780	reams	PAPER, MULTICOPY, A4 for Laser Printer/Inkjet printer, high speed, cooler, 210mm x 297mm (A-4), 80 GSM	137.15	792,727.00
					792,727.00
			LESS: EWT 1% 7,077.92		
			GMP 5% 35,389.60		
					42,467.52
			P.R. No. / Requesting Unit: 21-0041 dtd. 05-18-21 - PRID		750,259.48
			Total Amount in Words : Seven Hundred Fifty Thousand Two Hundred Fifty-Nine and Forty-Eight Centavos Only		

Terms & Conditions:

- The agency shall impose penalty in an amount equivalent to 1/10 of 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 acknowledge 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 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.

06-266

Very truly yours,

JOSEPH O. VERGARA DPH.
 Head, SBAC

Certified Budget Available	Funds Available in the amount of:	792,727.00	APPROVED: LOLITA V. TULIAO Senior Manager, PRID HEAD OF THE AGENCY or Authorized Representative
MARILOU M. NAVARROZA Division Chief	MARIA AILEEN S. MAGSINO Fiscal Controller III		
Within the COB: 04 2021	Expense Code: 502030001 / 502030010		
Budget: P 792,727.00	Remarks: CHARGING TO VARIOUS OFFICE		
CONFORME: <u>ERIKA MAE ORENDO</u> Signature over Printed Name and Position of authorized representative			Received copy of P.O.: <u>JULY 14, 2021</u> Date