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: **CENTURY OFFICE EQUIPMENT TRADING** PO No. 2021-04-089
Address: 2nd Rd Arce Subdivision, Kumintang Ibaba, Batangas City Date: October 26, 2021
Tel.Fax No.: (043) 722 0862
Supplier Registered with: Department of Trade and Industry Terms of Payment: ON ACCOUNT
Mode of Procurement: DIRECT CONTRACTING

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

NO.	QTY	UNIT	ITEM DESCRIPTION	UNIT PRICE	TOTAL AMOUNT
1	7	ctdg	TONER CARTRIDGE, FUJI Xerox, Docucentre V3065	7,000.00	49,000.00
2	2	ctdg	DRUM KIT, FUJI Xerox, Docucentre V3065	19,000.00	38,000.00
					87,000.00
			Less Taxes: 5% VAT	3,883.93	
			1% EWT	776.79	4,660.72
			TOTAL AMOUNT		82,339.28
			Purchase Request No: 2021-01-104 Date: 13-Sep-21		

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) shall 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 offical duties or which in connection with any transaction which may affect the functions of their office or influence the actions of directorsor employees, or create the appearance of a conflict of interest.

Very truly yours,

BENJIE A. CUVINAR
Chief, MSD

Certified Budget Available:	Funds Available in the amount of: 87,000.00	APPROVED:
MA. PAMELA B. LEYNES Fiscal Examiner A	**ARON R. RIANO** Fiscal Controller IV	**ALLAN M. GRANADA** ARVP, PRO IVA
With in the COB: 2021 COB Expense Code: 5020301002 Budget: 87,000.00 Remarks:		
Conforme:		Received Copy of PO:
Justin Vater Aro Signature over Pinted Name and Position of Authorized Representative		11-02-2021 Date

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UNIVERSAL HEALTH CARE

Notice to Proceed

October 28, 2021

MS. JESTER ARO
Authorized Representative
Century Office Equipment Trading
2nd Rd Arce Subd.
Kumintang Ibaba, Batangas City

Dear Ms. Aro:

The attached **Purchase Order No. 2021-04-089** having been approved, notice is hereby given to **Century Office Equipment Trading,** that the **supply and delivery of various IT supplies** shall commence on **October 28, 2021** with details as follows:

Item/Description	Quantity	Quoted Price
Toner Cartridge Fuji Xerox Docucentre V3065	7 ctdg	₱ 49,000.00
Drum Kit Fuji Xerox Docucentre V3065	2 ctdg	₱ 38,000.00

Upon receipt of this notice, you are responsible for performing the services under the terms and conditions of the Agreement and in accordance with the Implementation Schedule stated in the Purchase Order.

Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below. Keep one copy and return the other to PhilHealth Region IVA.

Very truly yours,

ARLAN M. GRANALI
ARVP, PRO IVA

I acknowledge receipt of this Notice on 11-02-2021

Name of the Representative of the Bidder: Jester Aro

Authorize Signature: Jester Aro

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UNIVERSAL HEALTH CARE

CERTIFICATE OF AVAILABILITY OF FUNDS (CAF)

Cost Center	ADMIN	ROF#:	2021-0196	10/26/2021
		CAF#:	2021-0196	10/26/2021

Particulars	Account Code (to be filled out by Budget)	Amount
PROCUREMENT OF IT SUPPLIES FOR 3RD QTR. 2021	5020301002	₱87,000.00
Payee: CENTURY OFFICE EQUIPMENT TRADING		
Reference: PO NO. 2021-04-089		
TOTAL		**₱87,000.00**

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: 10/26/21	Date: 10/26/21	Date: OCT 26 2021
Remarks:	Remarks:	Remarks:

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PhilHealth Regional Office IVA
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UNIVERSAL HEALTH CARE

CERTIFICATE OF AVAILABILITY OF FUNDS (CAF)

Cost Center	ADMIN	ROF#:	2021-0196	10/26/2021
		CAF#:	2021-0196	10/26/2021

Particulars	Account Code (to be filled out by Budget)	Amount
PROCUREMENT OF IT SUPPLIES FOR 3RD QTR. 2021	5020301002	₱87,000.00
Payee: CENTURY OFFICE EQUIPMENT TRADING		
Reference: PO NO. 2021-04-089		
TOTAL		**₱87,000.00**

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: [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: 10/26/21	Date: 10/26/21	Date: OCT 26 2021
Remarks:	Remarks:	Remarks:

UNIVERSAL HEALTH CARE

Notice of Award

October 19, 2021

MS. JESTER ARO
Authorized Representative
Century Office Equipment Trading
2nd Rd Arce Subd.
Kumintang Ibaba, Batangas City

Dear Ms. Aro:

Please be informed that your price quotation **for supply of various IT supplies with details listed below,** at a contract price of **EIGHTY SEVEN THOUSAND PESOS ONLY (₱ 87,000.00)** is hereby accepted.

Item/Description	Quantity	Quoted Price
Toner Cartridge (for existing printers) Fuji Xerox, Docucentre V3065	7 ctdg	₱ 49,000.00
Drum Kit Fuji Xerox, Docucentre V3065	2ctdg	₱ 38,000.00

Very truly yours,

ARLAN M. GRANALI
ARVP, PRO IVA

Conforme:
Name Jester Aro
Position Area Sales Manager
Date 10-25-2021

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UNIVERSAL HEALTH CARE

Notice of Award

October 19, 2021

MS. JESTER ARO
Authorized Representative
Century Office Equipment Trading
2nd Rd Arce Subd.
Kumintang Ibaba, Batangas City

Dear Ms. Aro:

Please be informed that your price quotation **for supply of various IT supplies with details listed below,** at a contract price of **EIGHTY SEVEN THOUSAND PESOS ONLY (₱ 87,000.00)** is hereby accepted.

Item/Description	Quantity	Quoted Price
Toner Cartridge (for existing printers) Fuji Xerox, Docucentre V3065	7 ctdg	₱ 49,000.00
Drum Kit Fuji Xerox, Docucentre V3065	2ctdg	₱ 38,000.00

Very truly yours,

ARLAN M. GRANALI
ARVP, PRO IVA

Conforme:
Name ____________________
Position ____________________
Date ____________________

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UNIVERSAL HEALTH CARE

REQUEST FOR QUOTATION

OFFICE/DEPARTMENT: **MSD-Admin Section**

1. All entries must be typewritten or written legibly in print
2. Except for custom-made items, delivery period shall be within ______________ calendar days from receipt of the approved Purchase Order.
3. Standard warranty period: (from date of acceptance by PhilHealth)
   For Supplies & Materials: at least six (6) months
   For Equipment: at least one (1) year
4. Price validity shall be for a period of 30 calendar days
5. Valid & Current Mayor's Permit/Municipal License
6. Income/Business Tax Return (for ABCs above ₱500K)
7. Omnibus Sworn Statement (for ABCs above ₱50K)
8. PhilHealth Certificate of Good Standing
9. PhilGEPS Registration Number
10. Others: ____________________________ (eg. Swatches, sample materials, lay-out, etc.)

In accordance with the General Conditions, please quote your lowest price on the item/s listed in the matrix below & state the shortest time delivery. This has been posted in the G-EPS website from ______________________ to ______________________

Kindly submit/fax your quotation duly signed by your representative together with the above mentioned requirements from item nos. 5 to 8 before the close on ______________________

ALLAN JEFFREY F. DATINGUINOO
Official Canvasser
Tel No.: (042) 373 7782
TeleFax: (042) 373 7056
email add: procurement.pro4a@gmail.com

Date: ______________________

JOY ANNE J. BANTUCAN
Administrative Services Officer II

Date: ______________________

Date: ______________________
TO: **PhilHealth Regional Office IV-A**
Lucena Grand Central Terminal
Brgy. Ilayang Dupay, Lucena City

ATTENTION: ______________________

After having carefully read and accepted your General Conditions, please refer to the price quotation we have indicated on the space provided for:

QTY	UNIT	ITEM DESCRIPTION	UNIT PRICE	TOTAL PRICE
7	ctdg	TONER CARTRIDGE, FUJI Xerox, Docucentre V3065	7,000.00	49,000.00
2	ctdg	DRUM KIT, FUJI Xerox, Docucentre V3065	19,000.00	38,000.00
		nothing follows		87,000.00

Delivery Period: 30 Days
Waranty: 30 Days
Items available until: Supplies last

I/We bind ourselves that the prices quoted above are the lowest we can offer and are applicable from Sep. 30, 2021 to Oct. 30, 2021

Business Address: 2nd Rd Orca Subd. Kumintang Ibaba Bat. City
Tel. nos./Fax no.: (043) 722 08 62
Email Address: arojestr@gmail.com

2005082632819234G5039
Century Office Equipment Trading
Corporate Name / PhilGEPS Registration Number

Jester Oro
Signature over Printed Name of Authorized Representative

181-453-252-000
Tax Identification Number (VAT / N-VAT)

☐ VAT ☐ N-VAT

FUJI xerox

January 8, 2021

CERTIFICATION OF EXCLUSIVE DISTRIBUTOR

This is to certify that **CENTURY OFFICE EQUIPMENT TRADING** with office address at **2nd Road Arce Subdivision Kumintang Ibaba, Batangas City** represented by its General Manager, **MR. DANILO C. ONA**, is an **EXCLUSIVE DISTRIBUTOR of FUJI XEROX PHILIPPINES, INC.**

To date, they are the only exclusive distributor assigned in the Province of Batangas, Laguna, Marinduque, Romblon, Quezon and Oriental/Occidental Mindoro. As such, they are mandated to sell and market our **GENUINE FUJI XEROX PRODUCTS** in the said areas.

We are using certificate for whatever legal purpose it may serve.

GIL R. TAINO
Assistant Vice President
Head, National Channel Operations
25F, SM Aura Tower 26th St., Corner McKinley Parkway
Taguig City 1630, Philippines

Republic of the Philippines
Batangas City

Office of the City Mayor

BUSINESS PERMITS & LICENSES DIVISION

Permit No. : 1999-P0282
Date Issued : 01/27/2021
BP No. : 0833

Owner's Name : ONA, DANILO CASTILLO
Owner's Address : *Banay Banay II, San Jose Batangas*
Tel. No. : (043) 726-3114 TIN : 181-453-252-000

Business Name : CENTURY OFFICE EQUIPMENT TRADING
Ownership Type : Single Proprietorship Business Flr. Area : 280.00 sq. m.

Kind of Business	Place of Business	Capitalization (NEW)	Gross Receipts (RENEWAL)
Trading (Office Equipment)	Road 2, Arce Subdivision, Kumintang Ibaba, Batangas City		4,168,822.83

PERMIT GRANTED PURSUANT TO THE BATANGAS CITY REVENUE CODE OF 2009 SUBJECT TO PERTINENT RULES AND REGULATIONS. THIS PERMIT IS NOT TRANSFERRABLE AND VALID ONLY WITH THE CORRESPONDING OFFICIAL RECEIPT AND THE OFFICIAL SEAL OF THE CITY. IT SHALL BE POSTED CONSPICUOUSLY AT THE PLACE OF BUSINESS.
FAILURE TO SURRENDER THIS PERMIT UPON TERMINATION OF THE BUSINESS SHALL BE DEEMED OPERATIONAL AND SHOULD BE RENEWED EVERY YEAR THEREAFTER.

Recommending Approval :

DITAS AGUADO - RIVERA
City Gov't Assistant Department Head I

APPROVED :

Beverley Rose A. Dimacuha

BEVERLEY ROSE A. DIMACUHA
City Mayor

Official Receipt No. : 3854948
Payment Date : 01/27/2021
Total Amount Paid : P 18,989.56
Permit Valid Until : October 31, 2021

Account No. A3-0001298

My PhilGEPS | My Organization | My Profile | Opportunities | Catalogue

Buyers | CSO | Auditor | Suppliers

Wednesday, October 6, 2021 11:30 AM **Allan Jeffrey Datinguinoo PRO-IVA** **» Log-out**

Organization Profile

CENTURY OFFICE EQUIPMENT TRADING (COET)
2nd Road, Arce Subdivision, Kumintang Ibaba,
Batangas City
Batangas
Region IV-A
Philippines
4201
http://www.coet.com

Organization Member Type:	Supplier
Organization Number:	18724
Registration Date:	02-Feb-2005
Registration Type:	Red
Form of Organization:	Single Proprietorship
Organization Type:	Exclusive / Sole Distributor
Business Category:	Office Equipment
Business Tax Identification Number:	181453252000
DTI Certificate Number:	00419303
DTI Registration Date:	25-Dec-1999
Agency Registration:	No
Blacklisted:	No

Contact	
Ona, Danilo C	63-0-7220862
Abaratique, Doming	63-0-3005459

Customer Service Management System

Total Number of Transactions: 157

Total Collected Amount: **210,363.58**

TRANSACTION DATE	PHILHEALTH NUMBER	MEMBER	OR/PBR NO.	FROM	TO	AMOUNT	DOCUMENT CONTROL NO.
10/11/2021	009000001621	CENTURY OFFICE EQUIPMENT TRADING	ZBBBA2100000433	09 - 2021	09 - 2021	2,400.00	EBNTON2110
09/02/2021	009000001621	CENTURY OFFICE EQUIPMENT TRADING	ZBB292100000038	08 - 2021	08 - 2021	2,400.00	EBNTON2109
08/05/2021	009000001621	CENTURY OFFICE EQUIPMENT TRADING	ZBB582100000636	07 - 2021	07 - 2021	2,400.00	EBNTON2108
07/08/2021	009000001621	CENTURY OFFICE EQUIPMENT TRADING	ZBB872100000790	06 - 2021	06 - 2021	2,100.00	EBNTON2107
06/03/2021	009000001621	CENTURY OFFICE EQUIPMENT TRADING	ZBB362100000254	05 - 2021	05 - 2021	2,100.00	EBNTON2106
05/10/2021	009000001621	CENTURY OFFICE EQUIPMENT TRADING	ZBBA52100000212	04 - 2021	04 - 2021	2,168.73	EBNTON2105
04/22/2021	009000001621	CENTURY OFFICE EQUIPMENT TRADING	ZBBM42100000210	03 - 2021	03 - 2021	2,290.89	EBNTON2116
03/30/2021	009000001621	CENTURY OFFICE EQUIPMENT TRADING	ZBBU32100000024	02 - 2021	02 - 2021	2,100.00	EBNTON2115
03/30/2021	009000001621	CENTURY OFFICE EQUIPMENT TRADING	ZBBU32100000015	01 - 2021	01 - 2021	2,100.00	EBNTON2115
01/08/2021	009000001621	CENTURY OFFICE EQUIPMENT TRADING	90206043	12 - 2020	12 - 2020	2,100.00	P2021010900
12/09/2020	009000001621	CENTURY OFFICE EQUIPMENT TRADING	325301608	11 - 2020	11 - 2020	2,164.94	2012100181
11/17/2020	009000001621	CENTURY OFFICE EQUIPMENT TRADING	320984958	10 - 2020	10 - 2020	2,164.68	2011180125
10/08/2020	009000001621	CENTURY OFFICE EQUIPMENT TRADING	320984850	09 - 2020	09 - 2020	2,163.00	2010090171
09/29/2020	009000001621	CENTURY OFFICE EQUIPMENT TRADING	323499051	08 - 2020	08 - 2020	2,155.89	2009300074
09/02/2020	009000001621	CENTURY OFFICE EQUIPMENT TRADING	323499042	07 - 2020	07 - 2020	2,100.00	2009030185
07/21/2020	009000001621	CENTURY OFFICE EQUIPMENT TRADING	320984682	06 - 2020	06 - 2020	1,863.00	2007220090

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UNIVERSAL HEALTH CARE

PURCHASE REQUEST (PR)

PhilHealth Regional Office IVA

Department / Office :	**PRO IV-A**	PR No.	2021-01-104
Division :	**ADMIN**	Date :	9/13/21

Item No.	Unit	Item Description	Qty	Estimated Unit Cost	Estimated Total Cost
1	ctdg	TONER CARTRIDGE (For Existing units of Printers), Fuji Xerox, Docucentre V3065	7	7,085.00	49,595.00
2	ctdg	DRUM KIT (For Existing units of Printers), Fuji Xerox, Docucentre V3065	2	20,165.00	40,330.00
3	ctdg	TONER CARTRIDGE (For Existing units of Printers), for Kyocera FS4100DN, TK3114	20	8,750.00	175,000.00
2	ctdg	TONER CARTRIDGE (For Existing units of Printers), for ID Badge, EVOLIS PRIMACY DUPLEX CARD	2	4,000.00	8,000.00
		*****nothing follows*****			
		C.O.B. / Trust : 2021 COB Expense Code : 5 02 03 010 02 Charge to : **Admin** Budget Limit : 272,925.00 Signature : **Ma. Pamela B. Leynes**			
				Grand Total	**272,925.00**

We certify that the items and corresponding amount listed above are based on the CY 2021 COB and within the approved 2021 APP. All items requested under this PR SHALL NOT, hereinafter, be available for realignment, unless cancelled within the prescribed period.

PURPOSE: Procurement of IT Supplies for 3rd qtr thru Direct Contracting

	Prepared by:	Requested by:	Recommended by:	Approved By:
Signature :				
Printed Name :	**CECILIA I. PUREZA**	**OSEPH ADRIAN R. REJANO**	**BENJIE A. CUVINAR**	**ARLAN M. GRANALI**
Designation :	AO II/OIC-GSU	OIC-ASS	MSD Chief	Acting RVP, PRO IVA
Date :	9/6/21		9/7/21	9/9/2021

VERNALYN G. CLEMENA
Clerk III
Date. 9/13/21 9:30am

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APPROVED BUDGET FOR THE CONTRACT (ABC)
Procurement of IT Supplies for 3rd qtr thru Direct Contracting
within PRO IVA

ABC No: 2021-0182
Date: 9/6/21

Contract Duration: CY 2021

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	TONER CARTRIDGE (For Existing units of Printers), Fuji Xerox, Docucentre V3065	7	ctdg	7,085.00		49,595.00		49,595.00
2	DRUM KIT (For Existing units of Printers), Fuji Xerox, Docucentre V3065	2	ctdg	20,165.00		40,330.00		40,330.00
3	TONER CARTRIDGE (For Existing units of Printers), for Kyocera FS4100DN, TK3114	20	ctdg	8,750.00		175,000.00		175,000.00
4	TONER CARTRIDGE (For Existing units of Printers), for ID Badge, EVOLIS PRIMACY DUPLEX CARD	2	ctdg	4,000.00		8,000.00		8,000.00
TOTAL								**272,925.00**

Prepared by:

CECILIA I. PUREZA
AO II

Certified Funded in COB

ARON R. RIANO
Head, FMS

Recommended by:

BENJIE A. CUVINAR
MSD Chief

Approved:

ARLAN M. GRANALI
ARVP, PRO IVA

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UNIVERSAL HEALTH CARE

TECHNICAL SPECIFICATIONS

Procurement of IT Supplies for 3rd qtr thru Direct Contracting

Item No.	Qty	Unit	Item Description and Minimum Specifications
1	ctdg	7	TONER CARTRIDGE (For Existing units of Printers), Fuji Xerox, Docucentre V3065
2	ctdg	2	DRUM KIT (For Existing units of Printers), Fuji Xerox, Docucentre V3065
3	ctdg	20	TONER CARTRIDGE (For Existing units of Printers), for Kyocera FS4100DN, TK3114
4	ctdg	2	TONER CARTRIDGE (For Existing units of Printers), for ID Badge, EVOLIS PRIMACY DUPLEX CARD

Delivery Period: 30 days upon receipt of Purchase Order

Prepared by:

CECILIA I. PUREZA
AO II

Noted by:

JOSEPH ADRIAN R. REJANO
OIC, Administrative Services Section

Recommended by:

BENJIE A. CUVINAR
MSD Chief

Approved by:

ARLAN M. GRANALI
ARVP, PRO IVA

Annex D

PhilHealth
Your Partner in Health

MATRIX OF PRE-CANVASS
(Supplies and Materials)

QTY	UNIT	Item Description	NAME OF SUPPLIER, ADDRESS QUOTED PRICE		
			CENTURY OFFICE EQUIPMENT	PHILCOPY	AVLS
			Batangas City	LUCENA	M.M.
		2ND QTR	-	-	-
7	ctdgs	TONER CARTRIDGE (For Existing units of Printers), Fuji Xerox, Docucentre V3065	49,000.00	-	-
3	ctdg	DRUMKIT (For Existing units of Printers), for Fuji Xerox Phaser Printer 4622	105,000.00	-	-
		3RD QTR			
7	ctdg	TONER CARTRIDGE (For Existing units of Printers), Fuji Xerox, Docucentre V3065	49,000.00	-	-
2	ctdg	DRUM KIT (For Existing units of Printers), Fuji Xerox, Docucentre V3065	39,000.00		-
20	ctdg	TONER CARTRIDGE (For Existing units of Printers), for Kyocera FS4100DN, TK3114	-	169,000.00	-
5	ctdg	TONER CARTRIDGE (For Existing units of Printers), for Kyocera TaskAlfa, Tk6309	-	75,000.00	-
14	ctdg	TONER CARTRIDGE (For Existing units of Printers), Toner Cartridge, Monochrome, High Yield, for Xerox Phaser Printer 4622	280,000.00	-	-
1	ctdg	Maintenance Kit (For Existing units of Printers), for Kyocera TaskAlfa, MK6305A	-	58,800.00	-
2	ctdg	TONER CARTRIDGE (For Existing units of Printers), for ID Badge, EVOLIS PRIMACY DUPLEX CARD		-	7,600.00

I certify that the item/s above is/are for budgetary purposes only
Quotations from different suppliers may differ after the official price canvass have been made by the authorized canvasser

CECILIA I. PUREZA
AO II/OIC, GSU

BENJIE A. CUVINAR
MSD Chief

Republic of the Philippines
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UNIVERSAL HEALTH CARE

REQUEST FOR QUOTATION

OFFICE/DEPARTMENT: ______________________

1. All entries must be typewritten or written legibly in print
2. Except for custom-made items, delivery period shall be within __________ calendar days from receipt of the approved Purchase Order.
3. Standard warranty period: (from date of acceptance by PhilHealth)
   For Supplies & Materials: at least six (6) months
   For Equipment: at least one (1) year
4. Price validity shall be for a period of 30 calendar days
5. Valid & Current Mayor's Permit/Municipal License (Certified True Copy shall be submitted prior to processing of payment)
6. PhilHealth Certificate of Good Standing
7. PhilGEPS Registration Number
8. Others: ______________________ (eg. Swatches, sample materials, lay-out, etc.)

In accordance with the General Conditions, please quote your lowest price on the item/s listed in the matrix below & state the shortest time delivery. This has been posted in the G-EPS website from ______________________ to ______________________.

Kindly submit/fax your quotation duly signed by your representative together with the above-mentioned requirements from item nos. 5 to 8 before the close on ______________.

ALLAN JEFFREY F. DATINGUINOO
Official Canvasser
Tel No: ______________
TeleFax: (042) ______________
email add: ______________
Date: June 28, 2021

CECILIA I. PUREZA
Immediate Supervisor
Date: ______________

Date: ______________
TO: **PhilHealth Regional Office IV-A**
Lucena Grand Central Terminal
Brgy. Ilayang Dupay, Lucena City

ATTENTION: ______________

1	ctdg	TONER CARTRIDGE (For Existing units of Printers), Fuji Xerox, Docucentre V3065	7,000.00	7,000.00
1	ctdg	DRUM KIT (For Existing units of Printers), Fuji Xerox, Docucentre V3065	19,500.00	19,500.00
1	ctdg	TONER CARTRIDGE (For Existing units of Printers), Toner Cartridge, Monochrome, High Yield, for Xerox Phaser Printer 4622	20,000.00	20,000.00
1	ctdg	TONER CARTRIDGE (For Existing units of Printers), Drumkit for Xerox Phaser Printer 4622	35,000.00	35,000.00
		nothing follows		

Delivery Period: 30-45 days
Waranty: 3 months
Items available until: supplies last

I/We bind ourselves that the prices quoted above are the lowest we can offer and are applicable from June 28, 2021 to July 28, 2021

Business Address: 2nd Rd Arce Subd. Kumintang Ilaya Bats. City
Tel. nos./Fax no.: (043) 722-08-62
Email Address: arqjester@gmail.com

40050026500192345006
Century Office Equip Trdg.
Corporate Name / PhilGEPS Registration Number

Jester Arce
Signature over Printed Name of Authorized Representative

181-453-252-000
Tax Identification Number (VAT / N-VAT)

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

REQUEST FOR QUOTATION

OFFICE/DEPARTMENT: ____________

1. All entries must be typewritten or written legibly in print
2. Except for custom-made items, delivery period shall be within ____________ calendar days from receipt of the approved Purchase Order.
3. Standard warranty period: (from date of acceptance by PhilHealth)
   For Supplies & Materials: at least six (6) months
   For Equipment: at least one (1) year
4. Price validity shall be for a period of 30 calendar days
5. Valid & Current Mayor's Permit/Municipal License (Certified True Copy shall be submitted prior to processing of payment)
6. PhilHealth Certificate of Good Standing
7. PhilGEPS Registration Number
8. Others ____________ (eg. Swatches, sample materials, lay-out, etc.)

In accordance with the General Conditions, please quote your lowest price on the item/s listed in the matrix below & state the shortest time delivery. This has been posted in the G-EPS website from ____________ to ____________.

Kindly submit/fax your quotation duly signed by your representative together with the above-mentioned requirements from item nos. 5 to 8 before the close on ____________

ALLAN JEFFREY F. DATINGUINOO
Official Canvasser
Tel No. ____________
TeleFax: (042) ____________
email add. ____________
Date: ____________

CECILIA I. PUREZA
Immediate Supervisor
Date: ____________

Date:
TO: **PhilHealth Regional Office IV-A**
Lucena Grand Central Terminal
Brgy. Ilayang Dupay, Lucena City
ATTENTION: ____________

1	ctdg	TONER CARTRIDGE (For Existing units of Printers), for Kyocera FS4100DN, TK3114	₱ 8,450.00	₱ 8,450.00
1	ctdg	TONER CARTRIDGE (For Existing units of Printers), for Kyocera TaskAlfa, Tk6309	₱ 15,000.00	₱ 15,000.00
1	ctdg	Maintenance Kit (For Existing units of Printers), for Kyocera FS4100DN, MK 3134	₱ 18,500.00	₱ 18,500.00
1	ctdg	Maintenance Kit (For Existing units of Printers), for Kyocera TaskAlfa, MK630 MK-6305A	₱ 58,800.00	₱ 58,800.00
		nothing follows		

Delivery Period: ____________
Waranty: ____________
Items available until: ____________

I/We bind ourselves that the prices quoted above are the lowest we can offer and are applicable from ____________ to ____________

Business Address: Abadilla Bldg. HANA Fausta cor. Dominguez St. Lucena City
Tel. nos./Fax no.: 373-78-39
Email Address: lucena@philcorp.net

PHILCOPY CORPORATION / 2001062059457290311 46
Corporate Name / PhilGEPS Registration Number

Signature over Printed Name of Authorized Representative

000-169-318-011
Tax Identification Number (VAT / N-VAT)

SALES QUOTE

AVLS

ACC Corporate Center #45 7th Avenue, Cubao,
Quezon City, Philippines
Tel (02) 291-08-63 • www.allcard.com.ph

ALL VISUAL & LIGHTS SYSTEMS

Company:	**Philippine Health Insurance Corp.**	Attention:	**ALLAN JEFFREY F. DATINGUINOO**		
		Designation:	Procurement Unit	Date:	07-Jul-21
Address:	Lucena Grand Central Terminal	Phone:	(042) 373 7782	Ref. No.:	SQ-2021-0901
	Brgy. Ilayang Dupay			Page:	
	Lucena City	Email:	procurement.pro4a@gmail.com	Rev	
TIN#:					

Product Specification:	QTY	Unit Price	Total
EVOLIS CONSUMABLES			
I. CONSUMABLES FOR EVOLIS PRINTER			
~ R5F002SAA - YMCKO COLORED RIBBON 200 PRINTS	1	3,800.00	3,800.00
		Sub Total	
		Discount	
		VAT	
		Gov't Tax	
		TOTAL	3,800.00

II. TERMS & Condition:

1. Terms of Payment: COD

BELOW 5K WORTH OF CONSUMABLES IMUST BE CASH BASIS AND APPROVED TERMS WILL APPLY FOR 5K ABOVE PO

2. Payment Details: Please make cheque payable to / Deposit payment under the account of
   AVLS- All Visual & Lights Systems Corp. in any of:
   a.) BANCO DE ORO , Aurora Cubao, Branch
   Account No. 1010-7118
   Account No. 1010-7118
   b.) ALLIED BANK..Aurora Cubao Branch
   Account No. 0221-05-8888
3. Delivery: FREE for single receipt purchases of at least PHP20,000 (within Metro Manila)
4. Delivery Lead Time: 30 to 45 working days upon receipt of Purchase Order.
   Stock, 30-45 days if non stock.
5. All warranties and services will be served strickly on the use of certified Zebra / Evolis consumables from ALLCARD Plastics Phils. Inc. / AVLS / The Hive and authorized resellers.
6. PRICE QUOTED HERE IN : **VAT INCLUSIVE**
7. Quote Validity : 30 DAYS

Prepared by:	Angelito JC Villanueva
Position:	Sales Associate
Contact No.:	**0917-8073165**

CONFORME:

Signature over printed name   Date

PHILIPPINE HEALTH INSURANCE CORPORATION REGION IVA
Lucena Grand Central Terminal, Ilayang Dupay, Lucena City

PROJECT PROCUREMENT MANAGEMENT PLAN (PPMP)

No. 2021-042

END-USER/UNIT: ADMINISTRATIVE SERVICES SECTION

Charged to COB

Projects, Programs and Activities (PAPs)

CODE	GENERAL DESCRIPTION	QUANTITY/ SIZE	ESTIMATED BUDGET	Mode of Procurement	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec
	From: IT Supplies															
	Procurement of IT Supplies															
	IT Supplies		2,544,951.95													
	TOTAL BUDGET		2,544,951.95													
	To: IT Supplies															
	Procurement of IT Supplies for 2nd Qtr															
	TONER CARTRIDGE (For Existing units of Printers), for HP CE390A (HP 90A) Black, for HP Laserjet Printer M4555 MFP /M601DN / M601N / M602DN / M602N / M602X / M603DN / M603N/ M603XH	10 ctdgs	113,500.00	NP-53.5 Agency to Agency				✓	✓	✓						
	TONER CARTRIDGE (For Existing units of Printers) for HP NFP 725DN HP14A, CF214A	6 ctdgs	70,000.00	Shopping				✓	✓	✓						
	TONER CARTRIDGE (For Existing units of Printers), for HP printer M607 (HP37A)	30 ctdgs	325,000.00	Shopping				✓	✓	✓						
	INK CARTRIDGE (For Existing units of Printers), for HP F6V26AA (HP 680) BLACK FOR HP PRINTER 2135/3635/3835/4535	40 ctdgs	22,890.00	NP-53.5 Agency-to-Agency				✓	✓	✓						
	INK CARTRIDGE (For Existing units of Printers), for HP F6V26AA (HP 680) TRI-COLOR FOR HP PRINTER 2135/3635/3835/4535	40 ctdgs	22,890.00	NP-53.5 Agency-to-Agency				✓	✓	✓						
	INK CARTRIDGE (For Existing units of Printers), FOR HP PRO 6830 PRINTER, HP934xl (BLACK)	10 ctdgs	21,173.30	Shopping				✓	✓	✓						
	INK CARTRIDGE (For Existing units of Printers), FOR HP PRO 6830 PRINTER, HP935xl (CYAN)	5 ctdgs	6,809.80	Shopping				✓	✓	✓						
	INK CARTRIDGE (For Existing units of Printers), FOR HP PRO 6830 PRINTER, HP935xl (MAGENTA)	5 ctdgs	6,809.80	Shopping				✓	✓	✓						
	INK CARTRIDGE (For Existing units of Printers), FOR HP PRO 6830 PRINTER, HP935xl (YELLOW)	5 ctdgs	6,809.80	Shopping				✓	✓	✓						

CODE	GENERAL DESCRIPTION	QUANTITY/ SIZE	ESTIMATED BUDGET	Mode of Procurement	SCHEDULE/MILESTONE OF ACTIVITIES											
					Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec
	TONER CARTRIDGE (For Existing units of Printers), Fuji Xerox, Docucentre V3065	7 ctdgs	49,595.00	Direct Contracting				✓	✓	✓						
	DRUM KIT (For Existing units of Printers), for Xerox Phaser Printer 4622	3 ctdgs	105,000.00	Direct Contracting				✓	✓	✓						
	Ribbon (For Existing units of Printers), for epson 2190/2180	15 ribbons	14,249.10	NP-53.5 Agency-to-Agency				✓	✓	✓						
	Ribbon (For Existing units of Printers), for epson for LX310	7 ribbons	877.45	NP-53.5 Agency-to-Agency				✓	✓	✓						
	UPS Battery	60 pcs	90,600.00	Shopping				✓	✓	✓						
	Procurement of IT Supplies for 3rd Qtr															
	TONER CARTRIDGE (For Existing units of Printers), for Laserjet colored printer, HP202A Black	15 ctdgs	57,000.00	Shopping							✓	✓	✓			
	TONER CARTRIDGE (For Existing units of Printers), for Laserjet colored printer HP202A Cyan	5 ctdgs	23,748.40	Shopping							✓	✓	✓			
	TONER CARTRIDGE (For Existing units of Printers), for Laserjet colored printer, HP202A Magenta	5 ctdgs	23,748.40	Shopping							✓	✓	✓			
	TONER CARTRIDGE (For Existing units of Printers), for Laserjet colored printer, HP202A Yellow	5 ctdgs	23,748.40	Shopping							✓	✓	✓			
	TONER CARTRIDGE (For Existing units of Printers), for HP NFP 725DN HP14A, CF214A	4 ctdgs	52,500.00	Shopping							✓	✓	✓			
	TONER CARTRIDGE (For Existing units of Printers), for HP printer M607 (HP37A)	30 ctdgs	320,000.00	Shopping							✓	✓	✓			
	TONER CARTRIDGE (For Existing units of Printers), for HP Laserjet PRO M201n, 83A	5 ctdgs	15,800.00	NP-53.5 Agency-to-Agency							✓	✓	✓			
	TONER CARTRIDGE (For Existing units of Printers), for HP LASERJET PRO M102a (17A)	2 ctdgs	7,350.00	NP-53.5 Agency-to-Agency							✓	✓	✓			
	INK CARTRIDGE (For Existing units of Printers), for HP F6V26AA (HP 680) BLACK FOR HP PRINTER 2135/3635/3835/4535	35 ctdgs	19,199.51	NP-53.5 Agency-to-Agency							✓	✓	✓			
	INK CARTRIDGE (For Existing units of Printers), for HP F6V26AA (HP 680) TRI-COLOR FOR HP PRINTER 2135/3635/3835/4535	32 ctdgs	17,000.00	NP-53.5 Agency-to-Agency							✓	✓	✓			
	INK CARTRIDGE (For Existing units of Printers), FOR HP PRO 6830 PRINTER HP934xl (BLACK)	5 ctdgs	9,500.00	Shopping							✓	✓	✓			

PHILIPPINE HEALTH INSURANCE CORPORATION REGION IVA
Lucena Grand Central Terminal, Ilayang Dupay, Lucena City

CODE	GENERAL DESCRIPTION	QUANTITY/ SIZE	ESTIMATED BUDGET	Mode of Procurement	SCHEDULE/MILESTONE OF ACTIVITIES											
					Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec
	INK CARTRIDGE (For Existing units of Printers), FOR HP PRO 6830 PRINTER, HP935xl (CYAN)	5 ctdgs	6,700.00	Shopping							✓	✓	✓			
	INK CARTRIDGE (For Existing units of Printers), FOR HP PRO 6830 PRINTER, HP935xl (MAGENTA)	5 ctdgs	6,700.00	Shopping							✓	✓	✓			
	INK CARTRIDGE (For Existing units of Printers), FOR HP PRO 6830 PRINTER, HP935xl (YELLOW)	5 ctdgs	6,700.00	Shopping							✓	✓	✓			
	TONER CARTRIDGE (For Existing units of Printers), Fuji Xerox, Docucentre V3065	7 ctdgs	49,595.00	Direct Contracting							✓	✓	✓			
	DRUM KIT (For Existing units of Printers), Fuji Xerox, Docucentre V3065	2 ctdgs	40,330.00	Direct Contracting							✓	✓	✓			
	TONER CARTRIDGE (For Existing units of Printers), for Kyocera FS4100DN, TK3114	20 ctdgs	175,000.00	Direct Contracting							✓	✓	✓			
	TONER CARTRIDGE (For Existing units of Printers), for Kyocera TaskAlfa, TK6309	5 ctdgs	78,000.00	Direct Contracting							✓	✓	✓			
	TONER CARTRIDGE (For Existing units of Printers), Toner Cartridge, Monochrome, High Yield, for Xerox Phaser Printer 4622	14 ctdgs	285,000.00	Direct Contracting							✓	✓	✓			
	Maintenance Kit (For Existing units of Printers), for Kyocera TaskAlfa, MK6305A	1 ctdg	60,000.00	Direct Contracting							✓	✓	✓			
	Ribbon (For Existing units of Printers), for epson 2190/2180	10 ribbons	8,000.00	NP-53.5 Agency-to-Agency							✓	✓	✓			
	Ribbon (For Existing units of Printers), for epson for LX310	4 ribbons	500.00	NP-53.5 Agency-to-Agency							✓	✓	✓			
	TONER CARTRIDGE (For Existing units of Printers), for ID Badge, EVOLIS PRIMACY DUPLEX CARD	2 ctdgs	8,000.00	Direct Contracting							✓	✓	✓			
	MOUSE, Optical, USB, with scroll wheel left and right	2 units	469.24	NP-53.5 Agency-to-Agency							✓	✓	✓			
	UTP Cable, CAT 6	1 box	2,800.00	Shopping							✓	✓	✓			
	RJ 45, for CAT 6 cable	125 pcs	858.75	Shopping							✓	✓	✓			
	UPS Battery	40 pcs	61,000.00	Shopping							✓	✓	✓			
	Procurement of IT Supplies for 4th Qtr															

PHILIPPINE HEALTH INSURANCE CORPORATION REGION IVA
Lucena Grand Central Terminal, Ilayang Dupay, Lucena City

CODE	GENERAL DESCRIPTION	QUANTITY/ SIZE	ESTIMATED BUDGET	Mode of Procurement	SCHEDULE/MILESTONE OF ACTIVITIES											
					Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec
	TONER CARTRIDGE (For Existing units of Printers), ~~for Laserjet colored printer,~~ HP202A Black	~~10 ctdgs~~	39,000.00	Shopping										✓	✓	✓
	TONER CARTRIDGE (For Existing units of Printers), for Laserjet colored printer, HP202A Cyan	5 ctdgs	23,000.00	Shopping										✓	✓	✓
	TONER CARTRIDGE (For Existing units of Printers), for Laserjet colored printer, HP202A Magenta	5 ctdgs	23,000.00	Shopping										✓	✓	✓
	TONER CARTRIDGE (For Existing units of Printers), for Laserjet colored printer, HP202A Yellow	5 ctdgs	23,000.00	Shopping										✓	✓	✓
	TONER CARTRIDGE (For Existing units of Printers), for HP laserjet PRO M12A, HP 79A	5 ctdgs	16,500.00	Shopping										✓	✓	✓
	TONER CARTRIDGE (For Existing units of Printers), Toner Cartridge, Monochrome, High Yield, for Xerox Phaser Printer 4622	10 ctdgs	205,000.00	Direct Contracting										✓	✓	✓
	TOTAL BUDGET:		2,544,951.95													

NOTE: Technical Specifications for each Item/Project being proposed shall be submitted as part of the PPMP

Prepared By:

CECILIA I. PUREZA
AO II

Submitted By:

JOSEPH ADRIAN R. REJANO
OIC, Administrative Services Section

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

REQUEST FOR QUOTATION

OFFICE/DEPARTMENT: MSD-Admin Section

1. All entries must be typewritten or written legibly in print
2. Except for custom-made items, delivery period shall be within ____________ calendar days from receipt of the approved Purchase Order.
3. Standard warranty period: (from date of acceptance by PhilHealth)
   For Supplies & Materials: at least six (6) months
   For Equipment: at least one (1) year
4. Price validity shall be for a period of 30 calendar days
5. Valid & Current Mayor's Permit/Municipal License
6. Income/Business Tax Return (for ABCs above P500K)
7. Omnibus Sworn Statement (for ABCs above P50K)
8. PhilHealth Certificate of Good Standing
9. PhilGEPS Registration Number
10. Others:______________________________ (eg. Swatches, sample materials, lay-out, etc.)

In accordance with the General Conditions, please quote your lowest price on the item/s listed in the matrix below & state the shortest time delivery. This has been posted in the G-EPS website from ______________________ to ______________________.

Kindly submit/fax your quotation duly signed by your representative together with the above-mentioned requirements from item nos. 5 to 8 before the close on ______________________.

ALLAN JEFFREY F. DATINGUINOO
Official Canvasser
Tel No: (042) 373 7782
TeleFax: (042) 373 7056
email add: procurement.pro4a@gmail.com

Date:

JOY ANNE J. BANTUCAN
Administrative Services Officer II

Date:

Date:

TO: **PhilHealth Regional Office IV-A**
Lucena Grand Central Terminal
Brgy. Ilayang Dupay, Lucena City

ATTENTIO[N]: ______________________

After having carefully read and accepted your General Conditions, please refer to the price quotation we have indicated on the space provided for:

QTY	UNIT	ITEM DESCRIPTION	UNIT PRICE	TOTAL PRICE
7	ctdg	TONER CARTRIDGE, FUJI Xerox, Docucentre V3065		
2	ctdg	DRUM KIT, FUJI Xerox, Docucentre V3065		
		nothing follows		

Delivery Period: ______________________
Waranty: ______________________
Items available until: ______________________

I/We bind ourselves that the prices quoted above are the lowest we can offer and are applicable from ______________________ to ______________________.

Business Address: ______________________

Corporate Name / PhilGEPS Registration Number

Signature over Printed Name of Authorized Representative

Tel. nos./Fax no.: ______________________
Email Address: ______________________

Tax Identification Number (VAT / N-VAT)

☐ VAT ☐ N-VAT

CERTIFIED ISO 9001:2015 COMPANY

Republic of the Philippines

PHILIPPINE HEALTH INSURANCE CORPORATION

SUMMARY OF EMPLOYER SUBMITTED REPORTS

PRO IV-A Lucena City
Lucena Grand Central Terminal, Brgy. Ilayang Dupay, Lucena City
Tel. no.: (042) 373 6936 (042) 373 7056 (042) 373 6703 to 04 (042) 373 6704 (fax)

Run Date 10/06/2021
Run Time 12:36 PM
Printed By 30172809

PhilHealth Number : 009000001621 SSS NO : TIN : 181453252
Employer Name : CENTURY OFFICE EQUIPMENT TRADING
Address : 2ND ROAD ARCE SUBDIVISION BATANGAS CITY BATANGAS 4200
Tel No. : 7220862 Head Of Agency : DANILO CONA
Report Coverage : ALL

Control no.	File no.	Reporting period	TOTAL COPIES OF ME-5	RF1	OR	PER	Employees Reported	Amount
C10831190900475	CONTRI090002392019	05/2019 - 05/2019	0	0	1	0	4	1,100.00
C11120190901916	CONTRI090003002019	06/2019 - 06/2019	0	0	1	0	7	1,375.00
C10926190904148	CONTRI090002652019	07/2019 - 07/2019	0	0	1	0	5	1,375.00
C10926190904059	CONTRI090002652019	08/2019 - 08/2019	0	0	1	0	7	1,650.00
C11116190900713	CONTRI090002962019	09/2019 - 09/2019	0	0	1	0	9	2,200.00
C10103200902920	CONTRI090003422019	10/2019 - 10/2019	0	0	1	0	7	1,925.00
C10109200903891	CONTRI090003482019	11/2019 - 11/2019	0	0	1	0	7	1,925.00
C10109200903382	CONTRI090003482019	12/2019 - 12/2019	0	0	1	0	7	1,925.00
C10217200902201	CONTRI090000442020	01/2020 - 01/2020	0	0	1	0	8	2,100.00
C10313200904448	CONTRI090000692020	02/2020 - 02/2020	0	0	1	0	9	2,100.00
C10701200902178	CONTRI090001772020	03/2020 - 03/2020	0	0	1	0	7	2,100.00
C10701200901928	CONTRI090001772020	04/2020 - 04/2020	0	0	1	0	7	2,100.00
C10701200902027	CONTRI090001772020	05/2020 - 05/2020	0	0	1	0	7	2,100.00
C10804200901440	CONTRI090002122020	06/2020 - 06/2020	0	0	1	0	7	1,800.00
C10904200901293	CONTRI090002432020	07/2020 - 07/2020	0	0	1	0	7	2,100.00
C11005200901096	CONTRI090002742020	08/2020 - 08/2020	0	0	1	0	7	2,100.00
C11009200901379	CONTRI090002782020	09/2020 - 09/2020	0	0	1	0	7	2,100.00
C11118200901439	CONTRI090003182020	10/2020 - 10/2020	0	0	1	0	7	2,100.00
C11221200901253	CONTRI090003432020	11/2020 - 11/2020	0	0	1	0	7	2,100.00
C10224210900002	CONTRI090004102020	12/2020 - 12/2020	0	0	1	0	7	2,100.00
C10401210900037	C##EPAR090000722021	01/2021 - 01/2021	0	0	1	0	7	2,100.00
C10401210900038	C##EPAR090000722021	02/2021 - 02/2021	0	0	1	0	7	2,100.00
C10422210900108	C##EPAR090000932021	03/2021 - 03/2021	0	0	1	0	7	2,100.00
C10510210900039	C##EPAR090001042021	04/2021 - 04/2021	0	0	1	0	7	2,100.00
C10603210900023	C##EPAR090001282021	05/2021 - 05/2021	0	0	1	0	7	2,100.00
C10712210901275	C##EPAR090001452021	06/2021 - 06/2021	0	0	1	0	7	2,100.00
C10805210900030	C##EPAR090001682021	07/2021 - 07/2021	0	0	1	0	8	2,400.00
C10902210900040	C##EPAR090001932021	08/2021 - 08/2021	0	0	1	0	8	2,400.00

TOTAL REPORTS: 160

ACTIVITY and ROUTE SLIP
SBAC/PROCUREMENT UNIT

Date & Time Received:	**September 13, 2021** **9:30am**	Purchase Request No.:	**2021-01-104**
Project Title:	**IT supplies 3rd quarter**	Originating Unit/Office:	**ASS**
ABC/Total Est. Cost:	**₱272,925.00**	Mode of Procurement:	**DIRECT CONTRACTING**
Expense Code:	**5020301002**		

ACTIVITY	PERSONNEL ASSIGNED	DATE & TIME ACCOMPLISHED	SIGNATURE	REMARKS
Initial Assessment of Required Docs	SBAC - V. Clemeña	9/13/21 9:30am		Required Documents to be submitted in 3 sets (original & 2 copies): ✓ 1. APP ✓ 2. PPMP ✓ 3. PR (at least 3 original copies) ✓ 4. ABC (ate least 2 original copies and 1 copy) ✓ 5. Tech Specs _____ 6. Certificate of Exclusive Distributorship (applicable to projects delegated to End-user) _____ 7. Request for Quotation / Copy of letter to supplier (CO No. 2020-0019) - applicable to projects delegated to End-user _____ 8. Quotation/Pro-forma Invoice (applicable to projects delegated to End-user)
Updating to PPMP database	SBAC -J. Bantucan	9/13		
Preparation & Approval of RFQ	Allan D.	9/16/21		procurement unit only
Encoding to PMD	SBAC - V. Clemeña			
Requesting of Quotation from Supplier	Allan D. / End-User	10/06/21		**Supplier:** Century Office ✓ 1. Quotation/Pro-forma Invoice ✓ 2. Certificate of Exclusive Distributorship ✓ 3. Mayor's/Business Permit ✓ 4. PhilGEPS registration number ✓ 5. PhilHealth Certificate of Good Standing/Copy of Remittance n/a 6. ITR/Business Tax Return with ABC above 500K
Recommendation of Award by BAC	BAC	Date of Meeting Oct 12		PRO BAC Reso No. 85
Preparation & Approval of Reso & NOA	SBAC - V. Clemeña	10/19		
Preparation & Approval of PO/JO	Allan D. / End-User	10/26/21		2021-04-089
Submission of NOA & PO to SBAC	Allan D. / End-User	Date & Time submitted: 10/26/21		
Posting of Award to PhilGEPS & Corp. Website (*applicable to above 50K*)	SBAC - A. Villanueva/J. Anat			**PhilGEPS** Date Posted: _____ Award Notice No. _____ *Reminder: Attach print-out of posting of award to contract* **Corp. Website** Date Emailed: _____ Email Address: ____natividadp@philhealth.gov.ph or ____postrem@philhealth.gov.ph
Preparation & Approval of NTP	SBAC - V. Clemeña			
Serving of NTP & PO/JO	Allan D. / Arlon B.	10/02/21		

ACTIVITY and ROUTE SLIP
SBAC/PROCUREMENT UNIT

Date & Time Received:	**September 13, 2021** **9:30am**	Purchase Request No.:	**2021-01-104**
Project Title:	**IT supplies 3rd quarter**	Originating Unit/Office:	**ASS**
ABC/Total Est. Cost:	**₱272,925.00**	Mode of Procurement:	**DIRECT CONTRACTING**

Posting of NTP & Contract to PhilGEPS & Corp. Website *(applicable to above 50K)*	SBAC - A. Villanueva	PS *Attach copy of NTP to Contract* **PhilGEPS** Date Posted: ____________ Award Notice No. ____________ Reminder: Attach print-out of posting of award to contract **Corp. Website** Date Emailed: ____________ Email Address: _____natividadp@philhealth.gov.ph or

ROUTE HISTORY

DATE & TIME ISSUED	FROM	ISSUED TO	REMARKS	DATE & TIME RECEIVED	SIGNATURE
9/13/21 9:30am	Verna	Joy		9/13 10:27	
9/13 2:13	Joy	Allan		9/14/21	
10/06	Allan	Ms Verna	for BAC evaluation	9/14/21	
10/6	Verna	BAC	for BAC Agenda		
10/18	Joy	Verna	for BAC Reso		
10/22	Verna	Allan	forwarded NOA for submission of approved PO	10/22	
10-22	Allan		-NOA sent thru email		
10-26	Allan		-received NOA signed		
10-26	Allan	Ms. Grace	-for PO checking	10/26	M. CANA
10/26	M. CANA	PAM			
10-27-21	Allan	Verna	for NTP preparation	10/29	
10/29	Verna	Allan	forwarded NTP	10/29	
11-2-21	Allan		NTP & PO sent thru email		