

REPUBLIC OF THE PHILIPPINES  
Philippine Health Insurance Corporation  
709 Citystate Centre  
Shaw Blvd. Brgy. Oranbo, Pasig City  
Telefax No. 637-3158 637-4735

CMT PMR 10/17  
posed  
10/14/24

PURCHASE ORDER

Supplier: 347 SCHOOL OFFICE SUPPLIES INC.  
Address: 347 San Vicente St, Cor. T. Pinpin . Binondo Manila  
Contact Info: 0935-5258780 vaiaolot@yahoo.com

Purchase Order No.: PO-2024-062  
Date: September 19, 2024  
Term of Payment: On Account  
Mode of Procurement: Shopping - Section 52.1 (b)

PhilGEPS Certificate Reference No.:  
Supplier Registered with: 201109-44169-566930787

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 fifteen (15) calendar days from receipt hereof of the following

NO.	QTY	UNIT	ITEM DESCRIPTION	UNIT PRICE	TOTAL AMOUNT
1	378	jar	GLUE, All purpose, 200 grams (min.) with tampered applicator attached to the cap	72.00	27,216.00
2	1,035	roll	TAPE, Masking, Size: 1" (24mm)	45.00	46,575.00
3	24	units	INK, Ink pad for stamp pad with applicator, color: Purple or Violet, 50 ml	28.00	672.00
4	30	box	PAPER CLIP, Back Fold, 19mm all metal, clamping length: (-1mm), clamping depth: 10mm (min.) thickness of metal: 0.20mm, 12 pcs /box	9.35	280.50
					74,743.50
LESS: EWT 1% 667.35					4,004.11
GMP 5% 3,336.76					70,739.39
			P.R. No./ Requesting Unit: RFQ No.: 2024-148		
			PR No. 24-0034-SHP-(PSMD), 24-0033-SHP-(Treasury), 24-0032-SHP-(OVP-QAG)		
Total Amount in Words : Seventy Thousand Seven Hundred Thirty Nine Pesos and Thirty Nine Centavos Only					

- Terms & Conditions:
- 347 SCHOOL OFFICE SUPPLIES INC. holds PHIC free and harmless from any claims, obligation or liability that may be caused to any third party that may be injured or harmed due to the willful, unlawful or negligent act or omission of 347 SCHOOL OFFICE SUPPLIES INC. or any of its personnel or representative, without prejudice to any other legal action that PHIC may have against 347 SCHOOL OFFICE SUPPLIES INC. in relation to the implementation of the Contract.
  - The agency shall impose penalty in an amount equivalent to 1/10 of one (1%) percent of the total value of undelivered items 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.

09 - 25039

CONFORME:

Susana Jansen

Signature over Printed Name and Position of Authorized Representative

Received copy of P.O.:

10/11/24

Date

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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 fifteen (15) calendar days from receipt hereof of the following

- Terms & Conditions:
- Delivery of the above item(s) shall be made within the prescribed schedule dates. Suppliers are advised to inform SBAC-Contract Management Team at least two (2) days before the delivery.  
Use of elevator shall only be from 09:00a.m. to 11:30 a.m. and 1:30p.m. to 3:00 p.m. during Mon/Wed/Fri (MWF). All item(s) delivered shall be accepted by the PSMD at 7th Floor,
  - Delivery Receipt and Sales Invoice shall be required for one-time complete delivery of the goods.
  - Defective, incompatible or non-compliant 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.
  - If any dispute or difference of any kind whatsoever shall arise between the parties in connection with the implementation of the contract, the parties shall make every effort to resolve amicably such dispute or difference by mutual consultation.  
Any legal action, suit or proceeding arising out of or relating to the Contract shall be submitted to arbitration in the Philippines according to the provisions of R.A. 876, otherwise known as the "Arbitration Law" and R.A. 9285, otherwise known as the "Alternative Dispute Resolution Act of 2004".  
Whenever necessary to promote arbitration or to seek judicial relief, PHIC and 347 SCHOOL OFFICE SUPPLIES INC. agree that any legal action, suit or proceeding arising out of or relating to the Contract may be instituted in any competent court in Pasig City, to the exclusion of other courts of equal jurisdiction.
  - Attorney's Fees - In the event that PHIC is compelled to commence arbitration or to seek judicial relief to enforce the provisions of the Contract, it shall be entitled to attorney's fees and liquidated damages equivalent to ten percent (10%) and fifteen percent (15%), respectively, of the contract price or the amount claimed in the arbitration or judicial action, whichever is higher, aside from the cost of arbitration or litigation, whichever is applicable, and other expenses incidental thereto.
  - EFFECTIVITY CLAUSE. This agreement shall take effect upon signing hereof by the Parties and shall commence performance of its obligations upon the acceptance of PHIC Purchase Order.

Very truly yours,

JOSEPH O. VERGARA, DPH.  
Head, SBAC

Certified Budget Available:	Funds Available in the amount of: 74,743.50	APPROVED:
LAURICE CHRISTINE G. DALUZ Fiscal Examiner A	SHERYL JEAN A. AGUILAR ROMMEL C. REYES Fiscal Controller III	ATTY. FRANCIS JAY E. REMIGIO Senior Manager, PRID HEAD OF THE AGENCY or Authorized Representative
Within the COB: 2024		
Expense Code: 5020301001		
Budget: 74,743.50		
Remarks: Charge to Various Office	9/20/24	
CONFORME:	Received copy of P.O.:	
SUSANA TOROSA Signature over Printed Name and Position of Authorized Representative	10/11/24 Date	