

cmt file/pasfel
PMR # 01/09

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

PURCHASE ORDER

Supplier: APEX OFFICE SUPPLIES AND EQUIPMENT TRADING
Address: Unit 202 Tara Residences Condominium 398 Tandang Sora Ave. Culliat Dist. Quezon City
Contact Info: 0935-845-8264 / apexretailandtrading@gmail.com

Purchase Order No.: PO-2024-085
Date: June 20, 2024
Term of Payment: On Account
Small Value Procurement - Section
Mode of Procurement: 53.9

Supplier Registered with: PhilGEPS Certificate Reference No. 202005-217148-119031883

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) working days from receipt hereof of the following

NO.	QTY	UNIT	ITEM DESCRIPTION	UNIT PRICE	TOTAL AMOUNT
1	22	units	REMOTE CLICKER Specifications: Brand: Must be branded Battery Type: 1 or 2 AAA Batteries Battery Life (Laser Printer): At least 10-hours Battery Life (Presenter): At least 505-hour Connectivity: Plug and Play Buttons: At least 3 buttons (up, Down, Laser) Wave Length: 640-660Nm Control Distance: Approximately 10M Laser Color: Red or Green Warranty: 6 months for single purchase, 1 year for bulk purchase (PR No. 24-0114-SVP-ITMD)	1,200.00	26,400.00
2	26	units	MOUSE USB, WIRELESS Specifications: Brand: Must be branded Compatibility: Plug and Play Sensor: Optical Connectivity: * Wireless USB Dongle, 2.4 GHz compatible with USB Type-A port * Wireless Connectivity up to 10M Form Factor: * Silent, lightweight and comfortable grip; * Scroll Wheel, 2D, optical Battery Life: * Uses 1 x AA (included); * 1 year without battery change; * Low power consumption; * With Auto sleep function DPI (Min/Max): * 1000± ; * Can be used on most surface Warranty: 1 month for single purchase, 6 months for bulk purchase (PR No. 24-0140-SVP-ITMD)	400.00	10,400.00
3	20	units	MOUSE OPTICAL , USB CONNECTOR TYPE: Specifications: Brand: Must be branded Compatibility: Plug and Play Sensor: Optical Connectivity: * Wireless with USB Type-A port * At least 1M cable length Form Factor: * Silent, lightweight and comfortable grip; * Scroll Wheel, 2D, optical DPI (Min/Max): * 1000± ; * Can be used on most surface Warranty: 6 month for single purchase, 1 year for bulk purchase (PR No. 24-0315-SVP-ITMD)	220.00	4,400.00
4	10	pcs	MEMORY CARD Specifications: High capacity, at least 500GB, SD card intended for camera * UHS-1/V30 / U3 / Class 10; * Max Read Speed: 200 MB/s * Max of Write speed: 140 MB/s * Min Write Speed: 30 MB/s; * Records Full HD, 3D, and 4K Video * Built-In Write Protect Switch Warranty: At least 2 years (PR No. 24-0204-SVP-HRD & 24-0317-SVP-CorCom)	1,800.00	18,000.00
LESS: EWT 1% 528.57					59,200.00
GMP 5% 2,642.86					3,171.43
					56,028.57
P.R. No./ Requesting Unit: REQ No.: 2024-094					
Total Amount in Words: Fifty-Six Thousand Twenty-Eight Pesos and Fifty-Seven Centavos Only					

CONFORME: Maranda, John Robert Received copy of P.O.: Dec. 20, 2024
Signature over Printed Name and Date
Position of Authorized Representative

12-27174

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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) working days from receipt hereof the following

Terms & Conditions:

1. APEX OFFICE SUPPLIES AND EQUIPMENT TRADING holds PHIC free and harmless from any claims, obligation or liability that may be caused to any third party that may be injured or harm due to the wilful, unlawful or negligent act or omission or APEX OFFICE SUPPLIES AND EQUIPMENT TRADING or any of its personnel representative, without prejudice to any other legal action that PHIC may have against APEX OFFICE SUPPLIES AND EQUIPMENT TRADING in relation to the implementation of the Contract
2. 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.
3. 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.
4. 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 09:00 a.m. to 11:30 a.m. and 1:30 p.m. to 3:00 p.m. during Monday to Friday. All item(s) delivered shall be accepted by the PSMD at 7th Floor, Room 708 Citystate Centre, Pasig City.
5. Delivery Receipt and Sales Invoice shall be required for one-time complete delivery of the goods.
6. 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.
7. 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.
8. 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.
9. 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 APEX OFFICE SUPPLIES AND EQUIPMENT TRADING 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.
10. 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.
11. EFFECTIVITY CLAUSE. This agreement shall take effect upon signing hereof by the Parties and shall commence performance of its obligations upon the acceptance og PHIC Purchase Order.

52-27174

Very truly yours, JOSEPH O. VERGARA, DPh.
Head, SBAC

Certified Budget Available: <u>59,200.00</u>	Funds Available in the amount of: <u>59,200.00</u>	APPROVED:
<u>LAURICE CHRISTINE G. DALUZ</u> Fiscal Examiner/A	<u>ROMMEL C. REYES</u> Fiscal Controller III	<u>ATTY. FRANCIS JAY E. RUMIGIO</u> Senior Manager, PRID HEAD OF THE AGENCY or Authorized Representative
Within the COB: <u>2024</u>	Expense Code: <u>5020321002 / 5020321006</u>	
Budget: <u>59,200</u>	Remarks: <u>Change to Various Office</u>	
CONFORME: <u>Marandang, John Robert</u> Signature over Printed Name and Position of Authorized Representative		Received copy of P.O.: <u>Dec. 20, 2024</u> Date