



**BATAAN GENERAL HOSPITAL AND MEDICAL CENTER**  
Balanga City, Bataan  
ISO-QMS 9001 Certified



**PURCHASE ORDER**

<b>Supplier :</b> <u>COPYLANDIA OFFICE SYSTEMS CORPORATION</u>	<b>P.O. No.:</b> <u>20-01- 2014</u>
<b>Address :</b> <u>Ameluz Bldg. #92 Sto. Entero St., Sto Cristo, Angeles City 2009</u>	<b>Date :</b> <u>January 16, 2020</u>
<b>TIN :</b> _____	<b>Mode of Procurement :</b> <u>Direct Contracting</u>

**Gentlemen:**  
Please furnish this Office the following articles subject to the terms and conditions contained herein:

<b>Place of Delivery :</b> <u>BGH PROPERTY AND SUPPLY SECTION</u>	<b>Delivery :</b> <u>10 CD</u>
<b>Date of Delivery :</b> _____	<b>Payment Term :</b> _____

Stock/ Property No.	Unit	Description	Total Quantity	Unit Cost	Amount
1	pc	F Type Ink (Compatible to RISO SF5130A)	25	1,690.00	42,250.00
					<b>42,250.00</b>

**(Total Amount in Words) FORTY TWO THOUSAND TWO HUNDRED FIFTY PESOS ONLY**

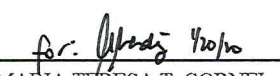
**Remarks:** for Property and Supply Section use (supplies for Duplicating Machine)

**Reference:** Exclusive Distributorship for PR No. 19-12-745

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed on the undelivered item/s.

<p><b>Prepared by:</b>  DONDON B. CASTILLO Administrative Assistant II</p>	<p><b>Checked by:</b>  YOLANDA A. SORIANO-LANSANGAN Procurement Head</p>	<p><b>Reviewed by:</b>  MYRNA V. MAGAT, MM Chief Administrative Officer</p>	<p><b>Approved by:</b>  GLORY V. BALTAZAR, MD, MPH, MHA, CSE Head of Procuring Entity (HOPE)</p>
<p><b>Conforme:</b>  Signature over Printed Name of Supplier <u>JAN 23, 2020</u> Date</p>			

<b>Fund Cluster :</b> <u>05-Internally Generated Fund</u>	<b>ORS/BURS No. :</b> <u>SF-02-106443-2020-01-057</u>
<b>Funds Available :</b> <u>SF-Income</u>	<b>Date of the ORS/BURS :</b> <u>1/17/20</u>
<b>Amount :</b> <u>42,250.00</u>	

 MARIA TERESA T. CORNEL Supervising Administrative Officer	 MARJORIE ANNE D. MENA Accountant IV	
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