



BATAAN GENERAL HOSPITAL AND MEDICAL CENTER



Balanga City, Bataan
QMS-ISO 9001 Certified

PURCHASE ORDER

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| Supplier : HEART AND MIND COMPUTER SERVICES AND COPY CENTER | P.O. No. : 21-11-947 |
| Address : Capitol Drive, San Jose, Balanga City | Date : November 12, 2021 |
| TIN : | Mode of Procurement : Emergency Cases |

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

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|--|-----------------------------|
| Place of Delivery : <u>BGHMC PROPERTY AND SUPPLY SECTION</u> | Delivery Term : <u>7 CD</u> |
| Date of Delivery : _____ | Payment Term : _____ |

| Stock/ Property No. | Unit | Description | Quantity | Unit Cost | Amount |
|------------------------|------|---|----------|-----------|------------------|
| 1 | pc | Inventory Sticker Tag 3"x4" Good quality paper (Matte) | 8000 | 6.00 | 48,000.00 |
| <i>EILHR</i> | | | | | 48,000.00 |

(Total Amount in Words) **FORTY FIVE THOUSAND PESOS ONLY**

Remarks: For Psy/for Annual Inventory of PPE on November 15-19, 2021 (for Inventory Committee use).

Reference: Product Evaluation with PR No. 21-11-484

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.

Prepared by:

MAHALIA N. DE JESUS
 Administrative Officer I

Checked by:

YOLANDA A. SORIANO-LANSANGAN
 Procurement Head

Reviewed and Recommended by:

MARJORIE ANNE D. MENA
 OIC-Chief Administrative Officer

Approved by:

GLORY V. BALTAZAR, M.D., MPH, MHA, CESE
 Head of Procuring Entity (HOPE)

Conforme:

| | | |
|---|--|---|
| Date | Fund Cluster : <u>05 / INTERNALLY GENERATED FUND</u> | ORS/BURS No. : <u>SF-02-206443-2021-11-1036</u> |
| | Funds Available : <u>SF-INCOME</u> | Date of the ORS/BURS: <u>11-12-2021</u> |
| MARIA TERESA T. CORNEL Supervising Administrative Officer | MARJORIE BALBOA Accountant III | Amount : 48,000.00 |