



Republic of the Philippines
Department of Health
Baguio General Hospital and Medical Center
Baguio City

Procurement Management Office
PURCHASE ORDER

Form No. : HS- PS - 006

Revision No. : 1

Effectivity Date : September 1, 2016

Supplier : **COM-PLEX COMPUTER & PRINTING SHOP**

Purchase Order No.: **2020-06-1244**

Purchase Order Date: **June 16, 2020**

Mode of Procurement: **Shopping**

Address: **PORTA VAGA, SESSION ROAD, BAGUIO CITY**

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

Place of Delivery : **BGHMC Stock Room**

Delivery Term: **FOB Destination**

Date of Delivery: **15 Working Days**

Payment Term: **Charge**

| Stock Number | Unit | Quantity | Description | Unit Cost | Amount |
|--------------|-------|----------|---------------------------------|------------|------------|
| | piece | 2 | Clicker Offer: Logitech R400 | ₱ 1,950.00 | ₱ 3,900.00 |



FOR HOSPITAL USE (TO BE CHARGED TO THE EXCESS OF DOWNLOADED BUDGET FROM DOH CENTRAL OFFICE FOR THE JOINT HFIDT FIELD MONITORING VISITS OF HEALTH FACILITIES AND MANAGEMENT IN CAR)

Total Amount in Words : **Three thousand nine hundred pesos only** **₱ 3,900.00**

Non-delivery of the above mentioned item/s, partial or complete delivery, within the prescribed delivery term shall have the effect of cancellation of this Purchase Order and subsequent orders. In case you will be allowed to deliver beyond the term, partial or complete delivery, a penalty of one-tenth(1/10) of one percent (1%) for everyday of delay shall be imposed.

Conforme:

Very truly yours,

[Signature]
Signature Over Printed Name

[Signature]
RICARDO B. RUNEZ JR., MD, FPSC, MHA, CSEE
Medical Center Chief II

Date

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Fund Cluster: _____
Funds Available: **₱ 3,900.00**

SAA-HFDB-02-101101-2020-06-08

ORS / BURS NO.: _____
DATE ORS / BURS: **June 17, 2020**

CECILIA J. PUGONG, CPA

Accountant IV *[Signature]*
Head Accounting Section

Amount: **₱ 3,900.00**

PR NO. : **2020-03-0897 March 18, 2020**