



Republic of the Philippines
PHILIPPINE CHILDREN'S MEDICAL CENTER
 Quezon Ave. Quezon City
 Tel. No.: 8588-9900 loc. 224, 226, 361, 355
 Fax no.: 85889997 • e-mail: pcmcproc@gmail.com

**PURCHASE ORDER
 FOR SUPPLIES OR EQUIPMENT**

Nº 73022

P. R. NO. _____ MMD-COS-2022-00 Dated: 09/30/2021
 MODE OF PROCUREMENT _____
 SH-52.1b 10/08/2021
 CS No. _____ AC No. 2022-078
 DATE OF P.O. March 16, 2022

TO: Supplier/Dealer Contractor **UK OFFICE INC.**
 Address: San Vicente St. Corner Tomas Pinpin, Manila

Department/Office/Division/Section/Unit where delivery
 Is to be made: Supply & Property Section
 Location: Ground Floor, PCMC Bldg.
 Delivery period: 7 working days
 Performance Security Posted: Surety Bond No. _____
 Cash / Cashier's / Manager's Check No. _____
 PCMC O.R. No. _____ Amount P _____

Item No.	QTY.	UNIT	ARTICLES	UNIT COST	TOTAL COST
1	35	rl	Adhesive Tape, Magic, Acid free, 810, 8mm x 25mm, 3M	94.50	3,307.50
2	16	rl	Adhesive, Double w/ foam 1", 2mtr. Heavy Duty, 3M	302.00	4,832.00
3	13	rl	Adhesive, Double w/ foam 1", 5mtr. Heavy Duty, 3M	715.00	9,295.00
4	30	bt	Adhesive, Glue 130g, Elmers	43.00	1,290.00
5	5	rl	Adhesive, Masking tape 1/2" 25m	14.00	70.00
6	20	jr	Adhesive, Paste Paper well 200g	34.80	696.00
7	20000	pc	Bag, Paper Brown (high quality) size 1	0.32	6,400.00
8	20000	pc	Bag, Paper Brown (high quality) size 4	0.57	11,400.00
9	50	pc	Blade, cutter refill small 10s/pk, packing 10's/pack.	0.90	45.00
10	2	pc	Calculator, Twin power 12 digits, Casio	280.00	560.00
11	25	set	Clearbook, refillable A4 100s blue	150.00	3,750.00
12	6	set	Clearbook, refillable A4 100s green	150.00	900.00
13	200	bx	Clip, Paper plastic coated 100s	7.00	1,400.00
14	10	pc	Cutter, Paper w/ blade large HD	23.00	230.00
15	10	pc	Data Binder, EDP 11x14-7/8 black	65.00	650.00
16	30	pc	Data Binder, w/ side mechanism 11x13-3/4 black	88.00	2,640.00
17	30	pc	Data Binder, w/ side mechanism 11x13-3/4 blue	88.00	2,640.00
18	15	pc	Data Binder, w/ side mechanism 11x13-3/4 red	88.00	1,320.00
19	40	pc	Data Binder, w/ top mechanism 11"W x 15-1/2"H x 3" blue	90.00	3,600.00
20	15	pc	Data Binder, w/ top mechanism 11x13-3/4 black	88.00	1,320.00
21	20	pc	Data Binder, w/ top mechanism 11x13-3/4 blue	88.00	1,760.00
22	7	pc	Envelope, expanding long w/ 12 pockets	120.00	840.00
23	50	pc	Envelope, Plastic heavy duty with handle & lock, long	45.00	2,250.00
24	25	pc	Eraser, correction pen fine point	18.00	450.00
25	10	pc	Eraser, whiteboard	13.00	130.00

Funding Code _____ **TOTAL AMOUNT P** 61,775.50

FUNDS AVAILABLE:
 ODETHA VILLEGAS, CPA, MBA
 Chief Accountant

APPROVED:
 SONIA B. GONZALEZ, M.D, MSChSM, MPM
 OIC- Executive Director

Attachments:
 P.R. No. MMD-COS-2022-01
 Abstract of Canvass/Bids
 Canvass Sheet/Tender of Bids
 Notarized Certification of Exclusive Distributor
 Justification
 Others _____

CERTIFICATION
 This is to certify that I received today the copy of this Purchase Order, and held the Company bound by the terms and stipulation of the contract and other laws applicable.

(Signature over printed name)
 Date: _____

Distribution : White (Original) - Attachment to payment
 Yellow (Duplicate) - Procurement
 Pink - Supply and Property



Republic of the Philippines
PHILIPPINE CHILDREN'S MEDICAL CENTER
 Quezon Ave. Quezon City
 Tel. No.: 588-9900 loc. 224, 226, 390

**PURCHASE ORDER
 FOR SUPPLIES OR EQUIPMENT**

73022

P. R. NO. MMD-COS-2022-01 Dated: 09/30/2021
 MODE OF PROCUREMENT
SH-52.1b 10/09/2021
 CS No. _____ AC No. 2022-078
 DATE OF P.O. March 16, 2022

TO: Supplier/Dealer Contractor UK OFFICE INC.
 Address: San Vicente St. Corner Tomas Pinpin, Manila

Department/Office/Division/Section/Unit where delivery
 Is to be made: _____ Delivery period: 7 working days Other Terms: _____
 Location: Supply & Property Section Bidder's Bond Posted: Cash GSIS Policy
 Special Instructions Ground Floor, PCMC Bldg. Cashier's / Manager's / Cert Check No. _____
 PCMC O.R. No. _____ Amount P _____

Item No.	QTY.	UNIT	ARTICLES	UNIT COST	TOTAL COST
			Balance forwarded		61,775.50
26	250	bx	Fastener, plastic coated 50s	24.00	6,000.00
27	30	pc	Flash Drive, USB 32GB, Kodak	290.00	8,700.00
28	200	pc	Folder, looseleaf	28.00	5,600.00
29	140	pc	Folder, pressboard w/ metal tab long green	26.00	3,640.00
30	140	pc	Folder, pressboard w/o metal tab long blue	24.00	3,360.00
31	400	pc	Folder, pressboard w/o metal tab long green	24.00	9,600.00
32	50	pc	Folder, pressboard w/o metal tab long red	24.00	1,200.00
33	20	pc	Folder, pressboard w/o metal tab long violet	24.00	480.00
34	150	pc	Folder, pressboard w/o metal tab long yellow	24.00	3,600.00
35	60	pc	Folder, pressboard w/o metal tab long yellow gold	24.00	1,440.00
36	50	pc	Folder, pressboard w/o metal tab short green	17.50	875.00
37	3	pc	Glue Gun, big	80.00	240.00
38	30	pc	Glue Stick, white, 15g	18.00	540.00
39	4	crt	Ink Cartridge, Canon PG-810 black	1,088.00	4,352.00
40	30	crt	Ink, Continuous Epson 001 C13T03Y100 127ml black	365.00	10,950.00
41	5	bt	Ink, Permanent Marker, black	78.00	390.00
42	10	bt	Ink, Stamp Pad 1oz 30ml black	15.00	150.00
43	10	bt	Ink, Stamp Pad 1oz 30ml blue	15.00	150.00
44	10	bt	Ink, Trodat printy 28mL Black	157.00	1,570.00
45	24	pk	Laminating Film 125 microns, size: 8.25 x 11.75, 20s/pk	130.00	3,120.00
46	20	pc	Notebook, Spiral 80 leaves	12.00	240.00
47	20	pc	Notebook, Steno 40 leaves	10.20	204.00
48	70	rl	Paper Tape, Adding machine/calculator, 2-1/4"	12.00	840.00
49	1500	pc	Paper, Cartolina 120gsm, white	4.90	7,350.00
50	10	bx	Paper, Continuous Form 9-1/2 x 11-1-ply, 60gsm 2000 pcs/bx	635.00	6,350.00

Funding Code _____ **TOTAL AMOUNT P** 142,716.50

FUNDS AVAILABLE:
ODETH A. VILLEGAS, CPA, MBA
 Chief Accountant

APPROVED:

SONIA B. GONZALEZ, M.D., MScHSM, MPM
 OIC- Executive Director

- Attachments:
 P.R. No. MMD-COS-2022-01
 Abstract of Canvass/Bids
 Canvass Sheet/Tender of Bids
 Notarized Certification of Exclusive Distributor
 Justification
 Others _____

Abstract of Canvass
 Reso # R2022-02-084
 ALT-R2022-102

CERTIFICATION
 This is to certify that I received today the Original copy of this Purchase Order, and held the Company bound by the terms and stipulation of the contract and other laws applicable.

(Signature over printed name)

Date: _____

AMRP2022-101

Distribution : White (Original) - Supplier (to be attached in the claim voucher with other supporting documents) Pink - Supply and Property
 Yellow (Duplicate) - Procurement



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**PURCHASE ORDER
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73022

P. R. NO. MMD-COS-2022-01 Dated: 09/30/2021
 MODE OF PROCUREMENT
SH-52.1b 10/02/2021
 CS No. _____ AC No. 2022-078
 DATE OF P.O. March 16, 2022

TO: Supplier/Dealer Contractor UK OFFICE INC.
 Address: San Vicente St.-Corner Tomas Pinpin, Manila

Department/Office/Division/Section/Unit where delivery
 Is to be made: _____ Delivery period: 7 working days Other Terms: _____
 Location: Supply & Property Section Bidder's Bond Posted: Cash GSIS Policy
 Special Instructions Ground Floor, PCMC Bldg. Cashier's / Manager's / Cert Check No. _____
 PCMC O.R. No. _____ Amount P _____

Item No.	QTY.	UNIT	ARTICLES	UNIT COST	TOTAL COST
			Balance forwarded		142,716.50
51	60	bx	Paper, Continuous Form 9-1/2 x 11 3-ply, 56gsm 500 sets/bx	782.00	46,920.00
52	100	rl	Paper, Kraft (36")	134.00	13,400.00
53	50	rm	Paper, Colored Copy A4 S-20 blue	240.00	12,000.00
54	50	rm	Paper, Colored Copy A4 S-20 pink	240.00	12,000.00
55	500	pc	Pen, Ball point 0.7 black, HBW 2000	4.28	2,140.00
56	200	pc	Pen, Ball point 0.7 blue, HBW 2000	4.28	856.00
57	2	pc	Pen, Marking bullet tip green, Pilot	33.50	67.00
58	8	pc	Pen, Marking bullet tip violet, Pilot	33.50	268.00
59	80	pc	Pen, Sign 0.5 black, Pilot	50.00	4,000.00
60	80	pc	Pen, Sign 0.5 blue, Pilot	50.00	4,000.00
61	19	pc	Pen, Sign 0.5 green, Pilot	50.00	950.00
62	15	pc	Pen, Sign 0.5 red (for COA only), Pilot	50.00	750.00
63	20	pc	Pen, Sign 0.5 violet, Pilot	50.00	1,000.00
64	3	pc	Pencil Sharpener, Heavy Duty type	225.00	675.00
65	150	m	Plastic cover, transparent g2.6	11.20	1,680.00
66	5	rl	Plastic Straw large 1kg	72.00	360.00
67	150	pd	Post-it memo pad 3x3, HBW or LCT	14.00	2,100.00
68	9	pc	Puncher, Paper two-hole Heavy Duty (25-30 sheet cap)	125	1,125.00
69	12	pc	Rack, Paper In/Out steel 2-layer	294.00	3,528.00
70	130	pc	Record Book, 500pp, Shiny	69.20	8,996.00
71	30	bx	Rubberband, 350g flat	118.00	3,540.00
72	20	bx	Rubberband, 350g round	112.00	2,240.00
73	20	pc	Staple wire remover, HD	15.00	300.00
74	20	pc	Stapler, Heavy Duty desk type (20shts cap)	80.00	1,600.00

Funding Code _____ **TOTAL AMOUNT P** 267,211.50

FUNDS AVAILABLE:
ODETH A. VILLEGAS, CPA, MBA
 Chief Accountant

APPROVED:
SONIA B. GONZALEZ, M.D., MSChSM, MPM
 OIC- Executive Director

Attachments:
 P.R. No. MMD-COS-2022-01
 Abstract of Canvass/Bids
 Canvass Sheet/Tender of Bids
 Notarized Certification of Exclusive Distributor
 Justification
 Others _____

CERTIFICATION
 This is to certify that I received today the Original copy of this Purchase Order, and held the Company bound by the terms and stipulation of the contract and other laws applicable.

(Signature over printed name)
 Date: _____

Abstract of Canvass
 Reso # R2022-02-084
 ALT-R2022-102
 AMRP2022-101

Distribution : White (Original) - Supplier (to be attached in the claim voucher with other supporting documents) Pink - Supply and Property
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PURCHASE ORDER 73022
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 P. R. NO. MMD-COS-2022-01 Dated: 09/30/2021
 MODE OF PROCUREMENT
SH-52.1b 10/08/2021
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 Location: Supply & Property Section Bidder's Bond Posted: Cash GSIS Policy
 Special Instructions Ground Floor, PCMC Bldg. Cashier's / Manager's / Cert Check No. _____
 PCMC O.R. No. _____ Amount P _____

Item No.	QTY.	UNIT	ARTICLES	UNIT COST	TOTAL COST
				Balance forwarded	267,211.50
75	300	bx	Wire, Staple #35	22.50	6,750.00
76	15	bx	Wire, Staple JT21	23.00	345.00
77	2	bx	Wire, Staple T-50 5/16 inch, 8mm	30.00	60.00
					274,366.50
			For the use of MMD-COS xxxxxxxxxxxxxxxxNothing Followxxxxxxxxxxxxxxxxxxxxxxxx		vvvvvvvvvvvvvvvv
					Two Hundred Seventy Four Thousand Three Hundred Sixty Six Pesos and 50/100

Penalty Clause for Delayed or Unsatisfactory Deliveries

- One-tenth (1/10) of one percent (1%) of the cost of unperformed portion for every day of delay, but not to exceed ten percent 10% of the total contract price; and
- Excess in price, if procured from third parties, through alternative mode of procurement; and
- In case of bidding, forfeiture of performance bond equal to 5% of the undelivered item/s

Funding Code 5-02-03-010 md 3/23/22

TOTAL AMOUNT P 274,366.50

FUNDS AVAILABLE: P 274,366.50
Mays
 ODETH A. VILLEGAS, CPA, MBA
 Chief Accountant 3/23

- Attachments:
- P.R. No. MMD-COS-2022-01
 - Abstract of Canvass/Bids
 - Canvass Sheet/Tender of Bids
 - Notarized Certification of Exclusive Distributor
 - Justification
 - Others PHILGERS REF # 8431672

CERTIFICATION
 This is to certify that I received today the Original copy of this Purchase Order, and held the Company bound by the terms and stipulation of the contract and other laws applicable.

APPROVED:
Srs. Bayley
 SONIA B. GONZALEZ, M.D., MScHSM, MPM
 OIC- Executive Director in DA

(Signature over printed name)
 Date: _____

Distribution : White (Original) - Supplier (to be attached in the claim voucher with other supporting documents)
 Yellow (Duplicate) - Procurement
 Pink - Supply and Property