



Department of Health
National Capital Region
VALENZUELA MEDICAL CENTER
Padrigal St. Karuhatan, Valenzuela City
Telefax No. 294-4625

FM-PROC-002
Rev 2-01/25/19

PURCHASE ORDER

Supplier : **XAYA ENTERPRISES OPC**
Address : 16 Personel Street SSS North Fairview Subd., North Fairview,
Quezon City
TIN : **010-736-748-00000**

P.O. No. : **25-05-212**
Date : **05/30/2025**
Mode of Procurement : **Small Value Procurement**

Gentlemen:

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

Place of Delivery : **VALENZUELA MEDICAL CENTER**
Date of Delivery :

Delivery Term : **20CD**
Payment Term :

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
3	piece	BALLPEN, Black Brand: HBW 9801	575	5.00	2,875.00
4	piece	BALLPEN, Blue Brand: HBW 9801	300	5.00	1,500.00
5	piece	BALLPEN, Red Brand: HBW 9801	100	5.00	500.00
32	box	FASTENER, METAL, non-sharp edges, for paper, 70mm between prongs, 50 sets per box Brand: JOY	45	60.00	2,700.00
83	roll	TAPE, Masking, width: 24mm (±1mm), Usable length: 50meters Brand: ARMAK P.R. No. 25-03-440 dated 3/18/2025 NOA dated 05/26/2025 Resolution No. 2025-125-B dated 05/16/2025 Allocation: MMS xxxxxxxxxxxx Nothing Follows xxxxxxxxxxxxxx	100	45.00	4,500.00
				Sub-Total	12,075.00

(Total Amount in Words)

Twelve Thousand Seventy Five pesos only

P 12,075.00

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.

Conforme:

Signature over Printed Name of Supplier

Date

Very truly yours,

JUN 03 2025

EDILBERTO V. CAVANEYRO MD, MHA, FPCS, FPSGS
OIC-Medical Center Chief II

Funds Cluster:
Funds Available:

ORS/BURS No. **25-05-609**
Date of the ORS/BURS: **MAY 30 2025**

Amount:

Php 12,075.00

RAYMUND JOE B. MACUANAN
Accountant IV