



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 :	LAMBERT TRADING	P.O. No. :	25-08-315
Address :	Marcos District, Poblacion, Talavera, Nueva Ecija	Date :	08/11/2025
TIN :	220-834-592-000	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	Delivery Term :	20CD		
Date of Delivery :		Payment Term :			
Stock No.	Unit	Description	Quantity	Unit Cost	Amount
10	pack	CARTOLINA, assorted colors, bristol board, Size: 572mmx724mm (-3mm), 20 pieces/pack Offer: Brand: GENERIC	30	83.00	2,490.00
14	box	CLIP BACKFOLD, all metal, clamping: 25mm (+1mm), Small, 12 pieces/box Offer: BRAND: MGK	60	15.00	900.00
15	box	CLIP BACKFOLD, all metal, clamping: 32mm (+1mm), Medium, 12 pieces/box Offer: BRAND: MGK	60	30.00	1,800.00
16	box	CLIP BACKFOLD, all metal, clamping: 50mm (+1mm), Large, 12 pieces/box Offer: BRAND: MGK	50	48.00	2,400.00
21	piece	DATA FILE BOX, Made of chipboard, with closed ends, Outside Dimension: W - 125mm (min); H - 230mm (min); L - 400mm (min); with finger ring & pocket for label insert Offer: BRAND: MGK	300	90.00	27,000.00
22	piece	DATA FOLDER, Made of chipboard, taglia lock, Dimension: W - 75mm (min); H - 230mm (min); L - 380mm (min); with finger ring & pocket for label insert Offer: BRAND: GENERIC	300	110.00	33,000.00
24	piece	ENVELOPE, documentary, kraft, legal size (254mm x 381mm, -2mm), thickness (min.): 0.22mm Offer: BRAND: GENERIC	500	2.00	1,000.00
26	piece	ENVELOPE, Expanding, Plastic, legal, Material: Polypropylene plastic, With elastic strap, LxW (min.): 380mmX260mm, Thickness (min.): 0.50mm, Expansion (min.): 30mm	200	108.00	21,600.00
				Sub-Total	90,190.00
(Total Amount in Words)					

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.

Very truly yours,

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

Conforme:

Signature over Printed Name of Supplier

Date

Funds Cluster:

Funds Available:

RAYMUND JOE B. MACUANA
Accountant IV

ORS/BURS No.

25-08-975

Date of the ORS/BURS:

AUG 12 2025

Maintenance & Other

Operating Expenses

Amount:

PHP 440,550.00



Department of Health
National Capital Region
VALENZUELA MEDICAL CENTER
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Stock No.	Unit	Description	Quantity	Unit Cost	Amount
29	piece	Offer: BRAND: GENERIC ERASER, felt, for blackboard/ whiteboard, Size: 125mm x 45mm x 19mm	10	14.00	140.00
30	piece	Offer: BRAND: WELLS ERASER, plastic or rubber, rectangular, for pencil draft/writing, Erases clean and clear w/o abrading the paper	50	6.00	300.00
33	set	Offer: BRAND: HBW FILE TAB DIVIDER, A4, Bristol Board, 5 colors per set	20	11.00	220.00
34	set	Offer: BRAND: GOLDEN SUN FILE TAB DIVIDER, Legal, Bristol Board, 5 colors per set	10	14.00	140.00
35	piece	Offer: BRAND: GOLDEN SUN FLASH DRIVE, 16 GB capacity, USB version 2.0/3.0 port compatible, plug-n-play, with light indicator, Individually Pack	20	240.00	4,800.00
36	piece	Offer: BRAND: SANDISK FOLDER, pressboard, 369mm x 242mm (-5mm), expandable, Expansion: 39mm (-3mm), Heavy duty paper board, 100 pieces/box	700	13.00	9,100.00
37	piece	Offer: BRAND: PX FOLDER, pressboard, A4, expandable, Expansion: 39mm (-3mm), Heavy duty paper board, 100 pieces/box	200	13.00	2,600.00
		Offer: BRAND: PX			
				Sub-Total	17,300.00

(Total Amount in Words)

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.

Very truly yours,

AUG 18 2025

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

Conforme:

Signature over Printed Name of Supplier

Date

8/19/2025

Funds Cluster:
Funds Available:

ORS/BURS No. **25-08-975**
Date of the ORS/BURS: **AUG 12 2025**
MAINTENANCE & OTHER
OPERATING EXPENSES
Amount: **PHP 440,550.00**

tealynn 8-14-25
RAYMUND JOE B. MACUANA
Accountant IV



Department of Health
National Capital Region
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PURCHASE ORDER

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TIN :	220-834-592-000	Mode of Procurement :	Small Value Procurement

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Place of Delivery :	VALENZUELA MEDICAL CENTER		Delivery Term :	20CD	
Date of Delivery :			Payment Term :		
Stock No.	Unit	Description	Quantity	Unit Cost	Amount
38	piece	FOLDER, with TAB, A4, Tagboard/carrier/foldcote/custock board, Leaf Dimension: 240mm x 320mm (+1mm), 100 pieces/pack Offer: BRAND: SYSTEM	1,500	4.00	6,000.00
39	piece	FOLDER, with TAB, legal, Tagboard/carrier/foldcote/custock board, Leaf Dimension: 240mm x 365mm (+1mm), 100 pieces/pack Offer: BRAND: SYSTEM	2,000	4.00	8,000.00
41	can	INSECTICIDE, Aerosol, Kerosene-based, Multi- insect killer, Cautionary Scent/Odor required, 600ml (min.) Offer: BRAND: KWIK	30	220.00	6,600.00
43	piece	MAGAZINE FILE BOX, Large, Material: Chipboard - 3mm thick (min.), Dimension: W-110mm; H-265mm; L-220mm (min.), With Finger Ring and provision for label insert, Back end open Offer: BRAND: GENERIC	10	86.00	860.00
45	set	MARKER, Fluorescent, 3 assorted colors per set, Barrel: Flat, Tip: Chisel Point Offer: BRAND: HBW	70	50.00	3,500.00
46	piece	MARKER, Permanent, Tip: Felt, bullet type, Point: Medium, BLACK Offer: BRAND: HBW	200	11.00	2,200.00
47	piece	MARKER, Permanent, Tip: Felt, bullet type, Point: Medium, BLUE Offer: BRAND: HBW	100	11.00	1,100.00
53	pad	NOTE PAD, Stick-On, 2x3" min., 100 sheets per pad	150	12.00	1,800.00
					Sub-Total
					30,060.00

(Total Amount in Words)

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of one percent for every day of delay shall be imposed on the undelivered item/s.

Very truly yours,

E. Cavaneyro AUG 18 2025
EDILBERTO V. CAVANEYRO MD, MHA, FPCS, FPSGS
OIC-Medical Center Chief II

Conforme:

Signature over Printed Name of Supplier

S
8/19/2025

Date

Funds Cluster:

Funds Available:

R. M. J. B. Macuana
RAYMUND JOE B. MACUANA
Accountant IV

ORS/BURS No.

Date of the ORS/BURS:

MAINTENANCE & OTHER

OPERATING EXPENSES

Amount:

25-08-976

AUG 17 2025

Php 440,550.00



Department of Health
National Capital Region
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PURCHASE ORDER

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Date of Delivery :		Payment Term :	

Stock No.	Unit	Description	Quantity	Unit Cost	Amount
54	pad	Offer: BRAND: HBW NOTE PAD, Stick-On, 3x3" min., 100 sheets per pad	120	15.00	1,800.00
55	pad	Offer: BRAND: HBW NOTE PAD, Stick-On, 3x4" min., 100 sheets per pad	100	22.00	2,200.00
62	ream	Offer: BRAND: HBW PAPER, MULTI-PURPOSE, 70gsm., size: 210mm x 297mm (A4), 500 sheets per ream, Any wrapping paper and carton box (outer box) packaging shall be 100% recycle fiber	950	155.00	147,250.00
63	ream	Offer: BRAND: OFFICE PRO PAPER, MULTI-PURPOSE, 70gsm., size: 216mm x 330mm (Legal), 500 sheets per ream, Any wrapping paper and carton box (outer box) packaging shall be 100% recycle fiber	700	180.00	126,000.00
67	piece	Offer: BRAND: OFFICE PRO PUNCHER, paper, heavy duty, with two hole guide, 30 sheets of 70gsm multipurpose paper, Diameter of hole: 7mm (approx), in individual box	10	142.00	1,420.00
69	book	Offer: BRAND: CARL RECORD BOOK, 500 pages, size 214mm x 278mm min, with "Official Record Book" printed on front outside cover	100	180.00	18,000.00
71	piece	Offer: BRAND: OFFICIAL RULER, plastic, 450mm, width 38mm min, Thickness: 1.30mm min., Ruler Scale: Millimeters, Centimeters, Inches	20	19.00	380.00
73	piece	Offer: BRAND: JOY SIGN PEN, Black, liquid/gel ink, 0.5mm needle type Offer: BRAND: MYGEL	200	22.00	4,400.00
					Sub-Total 301,450.00

(Total Amount in Words)

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E. C. Very truly yours,
AUG 18 2025

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

Conforme:

Signature over Printed Name of Supplier

8/19/2025

Date

Funds Cluster:

ORS/BURS No.

Funds Available:

Date of the ORS/BURS:

25-08-97X5

AUG 12 2025

tuoy 8-14-15
RAYMUND JOE B. MACUANA
Accountant IV

MAINTENANCE & OTHER
OPERATIONAL EXPENSES
Amount:

PHP 440,550.00



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Stock No.	Unit	Description	Quantity	Unit Cost	Amount
76	bottle	STAMP PAD INK, purple or violet, 50ml (min) Offer: BRAND: HBW 60ML	20	23.00	460.00
77	piece	STAMP PAD, Felt, bed dimension: 60mm x 100mm Offer: BRAND: HBW #3	10	24.00	240.00
82	piece	TAPE DISPENSER, table top, heavy duty, Holds rolls up to 24mm wide on 75mm core, Body made of rigid plastic, smooth finish: weighted, Non-skid full rubber base, Easy one-handed operation Offer: BRAND: HBW P.R. No. 25-06-787 dated 6/3/2025 NOA dated 08/06/2025 Resolution No. 2025-214-B dated 07/09/2025 Allocation: MMS xxxxxxxxxx Nothing Follows xxxxxxxxxxxx	10	85.00	850.00
				Sub-Total	1,550.00

(Total Amount in Words)	Four Hundred Forty Thousand Five Hundred Fifty pesos only	P 440,550.00
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Conforme:

Signature over Printed Name of Supplier

ES
8/19/2025

Date

Funds Cluster:

ORS/BURS No. 25-08-975

Funds Available:

Date of the ORS/BURS: AUG 12 2025

RAYMUND JOE B. MACUANA
Accountant IV

Maintenance & Other
Operating Expenses

Amount:

Php 440,550.00