



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	P.O. No. :	25-05-212
Address :	16 Personel Street SSS North Fairview Subd., North Fairview, Quezon City	Date :	05/30/2025
TIN :	010-736-748-00000	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
3	piece	BALLPEN, Black Brand: HBW 9801	575
4	piece	BALLPEN, Blue Brand: HBW 9801	300
5	piece	BALLPEN, Red Brand: HBW 9801	100
32	box	FASTENER, METAL, non-sharp edges, for paper, 70mm between prongs, 50 sets per box	45
83	roll	TAPE, Masking, width: 24mm (± 1 mm), 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 xxxxxxxxxx Nothing Follows xxxxxxxxxxxx	100
			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.

Very truly yours,

E. C. JUN 03 2025
EDILBERTO V. CAVANEYRO MD, MHA, FPCS, FPSGS
OIC-Medical Center Chief II *H/NY*

Conforme:

JNBPA *OWMAS*

Signature over Printed Name of Supplier

6-7-25
Date

6/7/25

Funds Cluster:
Funds Available:

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

OPERATING EXPENSES

RAYMUND JOE B. MACUANA
Accountant IV

Amount: *Php 12,075.00*