



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

FM-PROC-002  
Rev 2-01

## PURCHASE ORDER

Supplier: <b>R E C E I V E D</b>	11 FEB 2025	LAMBERT TRADING	P.O. No.: 25-02-019
Address:	Marcos 1 <sup>st</sup> District, Poblacion, Talavera, Nueva Ecija		Date: 02/06/2025
TIN:	220-834-592-000		Mode of Procurement: SHOPPING

Gentlemen:

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

Place of Delivery :	<b>VALENZUELA MEDICAL CENTER</b>		Delivery Term :	<b>20CD</b>	
Date of Delivery :			Payment Term :		
Stock No.	Unit	Description	Quantity	Unit Cost	Amount
3	piece	BALLPEN, Black Brand: Panda	950	5.00	4,750.00
4	piece	BALLPEN, Blue Brand: Panda	770	6.00	4,620.00
5	piece	BALLPEN, Red Brand: Panda	390	6.00	2,340.00
11	piece	CLEARBOOK, A4 size, refillable, Plastic, 20 transparent pockets (min.)	75	50.00	3,750.00
14	box	CLIP BACKFOLD, all metal, clamping: 25mm (+1mm), Small, 12 pieces/box Brand: MGK	50	13.00	650.00
15	box	CLIP BACKFOLD, all metal, clamping: 32mm (+1mm), Medium, 12 pieces/box Brand: MGK	55	27.00	1,485.00
18	piece	CORRECTION TAPE, Film base type, disposable, Single Line Tape, Usable Length 8m minimum Brand: Stark	725	20.00	14,500.00
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 Brand: Generic	300	80.00	24,000.00
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 Brand: Generic	170	70.00	11,900.00
				<b>Sub-Total</b>	<b>67,995.00</b>

(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,

FEB 14 2025

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

Conforme:

Signature over Printed Name of Supplier

Date

Funds Cluster:  
Funds Available:

ORS/BURS No.

25-02-065

Date of the ORS/BURS:

07 FEB 2025

M A I N T E N A N C E & O T H E R S

O P E R A T I N G E X P E N S E S

Amount:

PHP 390,035.60

RAYMUND JOE B. MACUANA  
Accountant III



Department of Health  
National Capital Region  
**VALENZUELA MEDICAL CENTER**  
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## PURCHASE ORDER

Supplier :	<b>LAMBERT TRADING</b>	P.O. No. :	<b>25-02-019</b>
Address :	Marcos District, Poblacion, Talavera, Nueva Ecija	Date :	<b>02/06/2025</b>
TIN :	<b>220-834-592-000</b>	Mode of Procurement :	<b>SHOPPING</b>

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Place of Delivery :	VALENZUELA MEDICAL CENTER	Delivery Term :	20CD
Date of Delivery :		Payment Term :	

Date of Delivery :	Stock No.	Unit	Description	Quantity	Unit Cost	Amount
	26	piece	ENVELOPE, Expanding, Plastic, legal, Material: Polypropylene plastic, With elastic strap, LxW (min): 380mmX260mm, Thickness (min.): 0.50mm, Expansion (min.): 30mm Brand: Generic	80	70.00	5,600.00
	31	unit	EXTERNAL HARD DRIVE, 1TB, 2.5" SATA HDD, USB 3.0 Brand: Adata	12	3,690.00	44,280.00
	32	box	FASTENER, METAL, non-sharp edges, for paper, 70mm between prongs, 50 sets per box Brand: Bindermax	80	113.57	9,085.60
	35	piece	FLASH DRIVE, 16 GB capacity, USB version 2.0/3.0 port compatible, plug-n-play, with light indicator, Individually Pack Brand: Sandisk	15	240.00	3,600.00
	36	piece	FOLDER, pressboard, 369mm x 242mm (-5mm), expandable, Expansion: 39mm (-3mm), Heavy duty paper board, 100 pieces/box Brand: X-files	700	15.00	10,500.00
	39	piece	FOLDER, with TAB, legal, Tagboard/carrier/foldcote/custock board, Leaf Dimension: 240mm x 365mm (+1mm), 100 pieces/pack Brand: System	1,400	3.75	5,250.00
	40	jar	GLUE, 200 grams, with tapered applicator attached to the cap Brand: Kippy	50	115.00	5,750.00
	52	unit	MOUSE, Optical, Usb Connection Type, With scroll wheel and left and right click button, 1 unit in individual box	5	160.00	800.00
					Sub-Total	84,865.60

**(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,

FEB 14 2025

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

### Conforme:

**Signature over Printed Name of Supplier**

Date

**Funds Cluster:  
Funds Available:**

**ORS/BURS No.**  
**Date of the ORS/BURS:**  
**MAINTENANCE & OTHER**  
**OPERATING EXPENSES**  
**Amount:**

25-02-065 -  
07 FEB 2005 - - -

**RAYMUND JOE B. MACUANA**  
Accountant III

**Php 390,035.60**



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National Capital Region  
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**PURCHASE ORDER**

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Address :	Marcos District, Poblacion, Talavera, Nueva Ecija	Date :	<b>02/06/2025</b>
TIN :	<b>220-834-592-000</b>	Mode of Procurement :	<b>SHOPPING</b>

Gentlemen:

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Date of Delivery :		Payment Term :	
Stock No.	Unit	Description	Quantity
53	pad	Brand: A4Tech NOTEPAD, Stick-On, 2x3" min., 100 sheets per pad Brand: HBW	150
54	pad	NOTEPAD, Stick-On, 3x3" min., 100 sheets per pad Brand: HBW	95
55	pad	NOTEPAD, Stick-On, 3x4" min., 100 sheets per pad Brand: HBW	10
62	ream	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 Brand: Natural	655
63	ream	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 Brand: Natural	495
73	piece	SIGN PEN, Black, liquid/gel ink, 0.5mm needle type Brand: MyGel	200
74	piece	SIGN PEN, Blue, liquid/gel ink, 0.5mm needle type Brand: MyGel	200
77	piece	STAMP PAD, Felt, bed dimension: 60mm x 100mm Brand: HBW	10
81	piece	STAPLER, standard type, load cap 200 staples (min), One time binding capacity of 2-20 sheets multi-purpose paper (70gsm), 1pc in individual packaging Brand: HBW	20
			<b>Sub-Total</b>
			<b>237,175.00</b>

(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,

*E. C.* FEB 14 2025  
EDILBERTO V. CAVANEYRO MD, MHA, FPCS, FPSGS  
OIC-Medical Center Chief II

Conforme:

Signature over Printed Name of Supplier

Date

Funds Cluster:  
Funds Available:

*N. M. / N.*  
RAYMUND JOE B. MACUANAT  
Accountant III

ORS/BURS No. **25-02-065**  
Date of the ORS/BURS: **07 FEB 2025**

MAINTENANCE & OTHER  
OPERATING EXPENSES  
Amount: **Php 390,035.60**



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TIN :	<b>220-834-592-000</b>	Mode of Procurement :	<b>SHOPPING</b>

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Date of Delivery :		Payment Term :	
Stock No.	Unit	Description	Quantity
		P.R. No. 24-10-1028 dated 10/14/2024 NOA dated 01/31/2025 Resolution No. 2025-001-B dated 01/24/2025 Allocation: MMS XXXXXXXXXXXXXXXXXXXX Nothing Follows	
			<b>Sub-Total</b>
(Total Amount in Words)			<b>P 390,035.60</b>

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Very truly yours,

*E-C* FEB 14 2025  
EDILBERTO V. CAVANEYRO MD, MHA, FPCS, FPSGS  
OIC-Medical Center Chief II

Conforme:

Signature over Printed Name of Supplier

Date

Funds Cluster:	ORS/BURS No.	<b>25-02-065</b>
Funds Available:	Date of the ORS/BURS:	<b>07 FEB 2025</b>
<i>2/14/24</i> RAYMUND JOE B. MACUANA Accountant III	MAINTENANCE & OTHER OPERATING EXPENSES	Amount: <b>Php 390,035.60</b>