



GENSAN MEDICAL CENTER

Purok Veterans, Brgy Calumpang, National Highway, General Santos City, 9500

Contact No: (083) 887-9898

E-mail Address: contactus@gensanmed.com

VAT Reg. TIN: 000-072-888-460-VAT

Print Date: 10/03/2025

Print Time: 12:04:04pm

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PURCHASE ORDER

Supplier: STARBRIGHT OFFICE DEPOT, INC

P.O. No. New **3583**

Address: GENSAN CITY

Date : 10/03/2025

P.R. No. 23 0002581

TIN:

Payment Terms: MONTHLY

Item No.	QTY	UoM	Description	Last Delivered	Unit Cost	Gross	Discount	Net
1397	100	PIECE	BALLPEN BLACK	7/11/25	4.75	475.00	0.00	475.00
1398	50	PIECE	BALLPEN BLUE	7/11/25	4.75	237.50	0.00	237.50
1416	30	REAM	BOND PAPER-A4 A4	9/9/25	163.00	4,890.00	0.00	4,890.00
1455	30	PIECE	CORRECTION TAPE	9/9/25	21.00	630.00	0.00	630.00
1490	12	PIECE	CORRECTION TAPE HIGHLIGHTER PEN	7/4/25	19.10	229.20	0.00	229.20
1505	50	PIECE	HIGHLIGHTER PEN MASKING TAPE 1" MASKING	4/23/25	27.70	1,385.00	0.00	1,385.00
1526	10	BOX	TAPE 1" PAPER FASTENERS PAPER	7/4/25	33.00	330.00	0.00	330.00
1572	20	ROLL	FASTENERS (PER BOX) SCOTCH TAPE 1 SCOTCH	7/11/25	21.20	424.00	0.00	424.00
1588	30	PAD	TAPE 1 STICKY NOTES (SINGLE	4/23/25	15.00	450.00	0.00	450.00
1598	30	REAM	COLOR) (100`S) WHITE WOVE PAPER-SHORT	6/16/25	175.65	5,269.50	0.00	5,269.50
			WHITE WOVE PAPER-SHORT					

Total Net Cost 14,320.20

Less discount 0.00

Grand Total **14,320.20**

Words : Fourteen Thousand Three Hundred Twenty Pesos And Twenty Centavo/s Only

Remarks: FOR MMO STOCK REPLENISHMENTS.

NOTE :

Suppliers are hereby required to validate the P.O. prices stated upon the receipt of this P.O., should there be any changes, an advice should be given to the Purchasing Officer atleast 1 (one) day before the Delivery Date.

For any price changes, otherwise we will follow the prices favorable to Gensan Medical Center

Prepared By:

Bryan J. Balbuena

Purchasing Officer

Noted By:

MMO Department Head

Approved By:

KEVIN PAUL PALACA, RSW, MHCM
Administrator/CEO

10/07/2025

" THIS DOCUMENT SHALL BE VALID FOR FIVE (5) YEARS FROM THE DATE OF PERMIT TO USE"

"THIS DOCUMENT IS NOT VALID FOR CLAIM OF INPUT TAX"