



# 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: 10/21/2025  
Print Time: 2:59:05pm

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## PURCHASE ORDER

Supplier: STARBRIGHT OFFICE DEPOT, INC

P.O. No. New **3729**

Address: GENSAN CITY

Date : 10/21/2025

P.R. No. 23 0002677

TIN:

Payment Terms: MONTHLY

| Item No. | QTY | UoM   | Description                                 | Last Delivered | Unit Cost | Gross  | Discount | Net                            |
|----------|-----|-------|---|----------------|-----------|--------|----------|--------------------------------|
| 1396     | 10  | PIECE | BALLPEN W/ HOLDER-BLACK                     | 9/23/25        | 33.90     | 339.00 | 0.00     | 339.00                         |
| 1456     | 5   | PIECE | CUTTER CUTTER                               | 4/23/25        | 73.00     | 365.00 | 0.00     | 365.00                         |
| 1523     | 5   | BOX   | PAPER CLIP-BIG PAPER CLIP-BIG (PER BOX)     | 8/29/24        | 20.80     | 104.00 | 0.00     | 104.00                         |
| 1524     | 5   | BOX   | PAPER CLIP-SMALL PAPER CLIP-SMALL (PER BOX) | 8/29/24        | 8.85      | 44.25  | 0.00     | 44.25                          |
| 1529     | 12  | PIECE | PENCIL                                      | 4/23/25        | 8.95      | 107.40 | 0.00     | 107.40                         |
| 1553     | 1   | PIECE | PUNCHER PUNCHER (BIG)                       | 8/14/24        | 160.00    | 160.00 | 0.00     | 160.00                         |
| 1571     | 5   | PIECE | SCISSORS SCISSORS                           | 9/9/25         | 42.00     | 210.00 | 0.00     | 210.00                         |
|          |     |       |   |                |           |        |          | Total Net Cost <b>1,329.65</b> |
|          |     |       |   |                |           |        |          | Less discount <b>0.00</b>      |
|          |     |       |   |                |           |        |          | Grand Total <b>1,329.65</b>    |

Words : One Thousand Three Hundred Twenty-nine Pesos And Sixty-five Centavo/s Only

Remarks: FOR MMO STOCKS REPLENISHMENT.

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 . Balbuena**

Noted By:

Approved By:

Purchasing Officer

MMO Department Head

Administrator/CEO

" 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"