



# GENSAN MEDICAL CENTER

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

Contact No: (083) 887-9898

E-mail Address: [contactus@gensanmed.com](mailto:contactus@gensanmed.com)

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

Print Date: 06/17/2025  
Print Time: 11:16:15am

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## PURCHASE ORDER

Supplier: STARBRIGHT OFFICE DEPOT, INC

P.O. No. New **2704**

Address: GENSAN CITY

Date : 06/17/2025

P.R. No. 23 0002101

TIN:

Payment Terms: MONTHLY

Item No.	QTY	UoM	Description	Last Delivered	Unit Cost	Gross	Discount	Net
1391	1000	PIECE	ACCOUNT ENVELOPE ENVELOPE	4/23/25	2.84	2,840.00	0.00	2,840.00
1397	100	PIECE	BALLPEN BLACK	5/19/25	4.75	475.00	0.00	475.00
1418	50	REAM	BOND PAPER SHORT	5/19/25	157.00	7,850.00	0.00	7,850.00
1420	1000	PIECE	BROWN ENVELOPE BROWN ENVELOPE (SHORT)	6/16/25	1.75	1,750.00	0.00	1,750.00
1449	10	BOX	CONTINUOUS PAPER 5 1/2 X 9 1/2 2 PLY	4/29/25	700.00	7,000.00	0.00	7,000.00
1558	10	PIECE	RECORD BOOK 160 PAGES	3/11/25	48.00	480.00	0.00	480.00
1763	120	ROLL	TRASH BAG TRASH BAG (MEDIUM-WHITE) PER ROLL	6/16/25	23.00	2,760.00	0.00	2,760.00

Total Net Cost 23,155.00

Less discount 0.00

Grand Total **23,155.00**

Words : Twenty-three Thousand One Hundred Fifty-five Pesos Only

Remarks: FOR MMO STOCK 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 J. Balbuena**

Purchasing Officer

Noted By:

MMO Department Head

Approved By:

**IVERSE JOY DIAZ**

Administrator/CEO

6/17/20

" 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"