



# PURCHASE ORDER

## SAN LAZARO HOSPITAL

Entity Name

Supplier: **ECOPY CORPORATION**

Address: 5837 Zobel Roxas Street Palanan, Makati City

Phone / Fax #: 525-9911 / 525-9860

P.O. No.: **20-07-0244**

Date: 3-Jul-20

Mode of Procurement: Direct Contracting

BAC Resolution #: AMP-004-A s. 2020

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

Place of Delivery: Materials and Management Dept. - San Lazaro Hospital

Date of Delivery:

Delivery Term: Thirty (30) Calendar Days

Payment Term:

Stock/Property No.	Unit	Description	Quantity	Unit Cost	Amount
	cart	Toner black Sharp MX3114 (Product Code: MX-23FTBA)	2	4,923.00	9,846.00
	cart	Toner Yellow Sharp MX3114 (Product Code: MX-23FTYA)	1	6,845.00	6,845.00
	cart	Toner Magenta Sharp MX3114 (Product Code: MX-23FTMA)	1	6,845.00	6,845.00
	cart	Toner Cyan Sharp MX3114 (Product Code: MX-23FTCA)	1	6,845.00	6,845.00

**SAN LAZARO HOSPITAL**  
 PROCUREMENT DEPARTMENT  
**RECEIVED**  
 DATE: 10-27-2020 4:26 PM

San Lazaro Hospital  
 ACCOUNTING OFFICE  
**RECEIVED**  
 Date: 9/14/2020

San Lazaro Hospital  
 BUDGET SECTION  
**RECEIVED**  
 NAME: ARVEY E. CRUZ  
 DATE/TIME: 07-06-20

San Lazaro Hospital  
 ACCOUNTING OFFICE  
**RECEIVED**  
 Date: 10/20/2020  
 Director: J. San Pedro

Total Amount in Words: **Thirty Thousand Three Hundred Eighty One Pesos Only**      **30,381.00**

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,  
**EDMUNDO B. LOPEZ, MD, MPH, MHA**  
 Medical Center Chief II  
 Date: 10-27-2020

Signature over Printed Name of Supplier: **ANGELI JOYCE L. FIGURACION, CPA**  
 Accountant IV  
 Date: 10-27-2020

ORS/BURS No.: 02-10/11-2020-27-026244  
 Date of the ORS/BURS: 7/10/2020  
 Amount: 730,381