



April 29, 2024

NOTICE TO PROCEED

EC-TEC COMMERCIAL

St. Louis Compound 7 Baesa
Quezon City, Metro Manila

ATTENTION: **MS. MA. CRISTINA D. SANTOS**
Authorized Representative

Dear **Madam**:

This is to inform you that **Purchase Order No. 24-04-043** for the procurement of **Destructive Stickers, Medicine and Corrugated Boxes for the Various Requirement for Lagundi and Sambong Tablet Production of PITAHC THPPMP** has been approved. You may now proceed with the delivery of the item listed in the said Purchase Order.

You are responsible for performing the services under the terms and conditions of the Contract Agreement/Purchase Order and in accordance with the Implementation Schedule.

Enclosed is the original Purchase Order for your ready reference in the execution of this transaction.

Please acknowledge receipt and acceptance of this notice by signing on the spaces provided below. Keep one copy and return the others to PITAHC.

Very truly yours,

DR. MA. TERESA C. INIGO, FPCAM, CESE
Director General

Conforme:

I acknowledge receipt of this NTP on

Name of Representative of the Bidder

Signature of Representative

May 3, 2024

Ms. Cristina D Santos

[Signature]

PURCHASE ORDER

Department of Health

PHILIPPINE INSTITUTE OF TRADITIONAL AND ALTERNATIVE HEALTH CARE TACLOBAN HERBAL PHARMACEUTICAL PROCESSING AND MANUFACTURING PLANT

SUPPLIER:	EC-TEC COMMERCIAL	P.O. NO.:	24-04-043
ADDRESS:	32 St. Louis Compound 7 Baesa, Quezon City, Metro Manila	DATE:	April 29, 2024
TIN:	135-825-281-000	PR NO.:	THPP-24-01-003
MODE OF PROCUREMENT:		DATE:	January 4, 2024

Gentlemen:

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

Place of Delivery:	PITAHC THPPMP	Delivery Term: within 45 days upon receipt of final proof
Date of Delivery:		Payment Term: w/in 30 days upon full delivery

STOCK NO.	UNIT	DESCRIPTION	QTY	UNIT COST	AMOUNT
1	lot	1 - Medicine and Corrugated Boxes Item Description: MEDICINE BOXES (Lagundi Tablet 100 Individual Box)	44000	6.73	296,120.00
		MEDICINE BOXES (Sambong Tablet 100 Individual Box)	72100	6.35	457,835.00
		CORRUGATED BOXES (Lagundi Print, 72's)	672	83.10	55,843.20
		CORRUGATED BOXES (Sambong Print, 72's)	1100	83.10	91,410.00
2	lot	2 - DESTRUCTIVE STICKERS	232200	3.30	766,260.00
		Delivery Site and Schedule: To be delivered to PITAHC Tacloban Herbal Plant within 45 days upon receipt of approval of the final proof of actual sample			
		Payment Schedule: within 30 days from date of full delivery			
		(Inclusive of all costs and applicable taxes) x-x-x-x-x-nothing follows-x-x-x-x-x			

Total Amount In Words) One Million Six Hundred Sixty-seven Thousand Four Hundred Sixty-eight Pesos and 20/100 Only 1,667,468.20

In case of failure to make 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.

Very truly yours,

DR. MA. TERESA C. NIGO, FPCAM, CESE

Director General

Authorized Official

Conforme:

Signature over Printed Name of Supplier

Date

Requesting Office/ Department	Funds Available:	Amount : 1,667,468.20
JANICE A. ALOTA AO V / QC-Plant Manager	JOYCE CARDENAS, CPA Accountant II	BURS No. : 23-04-198
Authorized Official	Authorized Official	