



Republic of the Philippines
Bureau of Quarantine
Department of Health



Mandate

The Bureau of Quarantine (BoQ) under the Department of Health (DOH), with the category of a first-class line bureau, shall have a nationwide scope of function and international commitment in accord with the International Health Regulations (IHR) of the World Health Organization (WHO).

The Bureau is authorized to promulgate rules and regulations (apprehension, detention or surveillance) as necessary to prevent the introduction, transmission or spread of "public health emergencies of international concern" (PHEIC) from foreign countries into the Philippines.

Jurisdiction and Functions of the Bureau

The examination at ports of entry and exit in the Philippines of incoming and outgoing vessels and aircraft,

The necessary surveillance over their sanitary conditions, as well as over their cargoes, passengers, crews, and all personal effects, and

The issuance of quarantine certificates, bills of health, or other equivalent documents shall be vested in and be conducted by the Bureau.

This Bureau shall have authority over incoming and outgoing vessels both domestic and foreign, including those of the army and navy, their wharfage and anchorage, and over aircraft and airports, insofar as it is necessary for the proper enforcement of the provisions of this Act.

NOTICE TO PROCEED

October 26, 2022

SUZETTE LACUNA
Sales Account Officer
Wiseneimer Trading
81-D G. Roxas St., Manresa,
Quezon City
Contact No. 83700533/09165752634

Dear Ms. Lacuna,

This is to inform you that your **Purchase Order No. 22-09-0018** as a result of Negotiated Procurement-Small Value Procurement for the **Purchase of Cotton Balls** under **NP-SVP-2022-37** has been approved. You may now proceed with the delivery of the items listed in the said Purchase Order.

Delivery should be completed within the specified Schedule of Requirements upon receipt of this approved Notice.

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

Very truly yours,

FERDINAND S. SALCEDO, MD, MPH, CESO IV
Director IV

Conforme: 
Suzette B. Lacuna
Sales Account Officer
09152248754

Printed Name and Signature of Representative
Date: NOV. 2, 2022



Republic of the Philippines
Department of Health
BUREAU OF QUARANTINE

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|-----------------|---------------|
| Document | FM-FAD-PRO-11 |
| Revision No: | 0 |
| Effective Date: | 04/28/2022 |
| Page No. | 1 of 1 |

PURCHASE ORDER

Supplier : WISENHEIMER TRADING
Address : 81-D G. Roxas St., Manresa, Quezon City
TIN :

P.O. No. : 22-09-0018
Date : September 23, 2022
Mode of Procurement: NP-SVP

Gentlemen:

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

Place of Delivery : BOQ, Port Area, Manila
Date of Delivery :

Delivery Term : Thirty (30) Calendar Days
Payment Term : Upon Inspection and Acceptance

| Stock/ Property No. | Unit | Description | Quantity | Unit Cost | Amount |
|---------------------------|-------|---|----------|-----------|-----------|
| | packs | <p>Cotton Balls</p> <p>300 balls per pack Brand: Adamson</p> <p>Delivery Period Thirty (30) Calendar Days upon issuance of Notice to Proceed (NTP)</p> <p>Delivery Site Bureau of Quarantine, 25th and A.C. Delgado Sts., Port Area, Manila</p> <p>***Nothing Follows***</p> | 400 | 58.80 | 23,520.00 |

(Total Amount in Words) *****Twenty Three Thousand Five Hundred Twenty Pesos Only***** 23,520.00

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.

Conforme:

Suzette B. Jacima
Suzette B. Jacima
Sales Account Officer
09452248764
Date 10/2/2022

Very truly yours,

Ferdinand S. Salcedo
FERDINAND S. SALCEDO MD, MPH, CESO IV
Director IV

Fund Cluster : _____

Funds Available : _____

MARC JOSEPH C. EBDANI *10/17/22*
Signature over Printed Name of Chief Accountant/Head of
Accounting Division/Unit *10/24/22*

ORS/BURS No. : 02-104349-2022-10-1804

Date of the ORS/BURS: 10/17/2022

Amount : P23,520.00