

Hospital Regional Dr. Luis Morillo King
CERTIFICACIÓN DE EXISTENCIA DE FONDOS
 UNIDAD OPERATIVA DE COMPRAS Y CONTRATACIONES

23 de julio del 2025

REQUERIMIENTO: Medicamentos que afectan el sistema respiratorio
REFERENCIA: HRLMK-DAF-CD-2025-0268

Yo, (Licda., Leonarda Acebedo de moronta), en mi calidad de Encargado(a) Administrativo-Financiero de (Hospital Regional Dr. Luis Morillo King)

CERTIFICO:
 Que esta Dirección Administrativa-Financiera cuenta con la debida apropiación de fondos dentro del presupuesto del presente año (2024), y hace la reserva de la cuota de compromiso para el período (ENERO-DICIEMBRE 2024) para la contratación que se especifica a continuación:

Ítem	Código[1]	Cuenta presupuestaria[2]	Descripción	Unidad de Medida	Cantidad Solicitada	Precio Unitario Estimado	Monto
1	51161705	234101	ACETILCISTEINA 300 MG AMP	UND	3.500,00	70,05	245.175,00
2				0	-	-	-
3		0		0	-	-	-
4	0	0		0	-	-	-
5	0	0		0	-	-	-
6	0	0		0	-	-	-
7	0	0		0	-	-	-

Total: 245.175,00

PRESUPUESTO: Doscientos cuarenta y cinco mil ciento sesenta y cinco con 00/100)

En ese sentido y en base al presupuesto aprobado el Procedimiento de Selección a utilizar para esta compra o contratación es Compra menor .

Y para que conste, firmo la presente certificación,

Lcda. Leonarda Acebedo de Moronta
 Encargada de Administrativo-financiero

^[1] Conforme al Catálogo de Bienes y Servicios UNSPSC.

^[2] Conforme a la lista de artículos del Portal Transaccional o de la Guía Alfabética de Imputación del Gasto de la Dirección General de Presupuesto.

1. The first part of the document discusses the importance of maintaining accurate records of all transactions.

2. It is essential to ensure that all entries are supported by appropriate documentation and receipts.

3. Regular audits should be conducted to verify the accuracy of the records and identify any discrepancies.

4. The second part of the document outlines the procedures for handling cash and credit transactions.

5. All cash receipts should be recorded immediately and deposited in a secure bank account.

6. Credit sales should be recorded on an accrual basis, and accounts receivable should be monitored closely.

7. The third part of the document provides guidelines for managing inventory and stock levels.

8. Inventory should be counted regularly to ensure that the recorded quantities match the actual stock on hand.

9. The fourth part of the document discusses the importance of maintaining accurate financial statements.

10. These statements should be prepared on a regular basis and reviewed by management to ensure their accuracy.

11. The fifth part of the document outlines the procedures for handling payroll and employee benefits.

12. Payroll records should be maintained for a minimum of seven years for tax and legal purposes.

13. The sixth part of the document discusses the importance of maintaining accurate tax records.

14. All tax-related documents, including returns and supporting schedules, should be kept in a secure location.

15. The seventh part of the document provides information on how to handle customer complaints and disputes.

16. It is important to respond promptly and professionally to all customer concerns.

17. The eighth part of the document discusses the importance of maintaining accurate sales and marketing records.

18. These records should be used to analyze sales trends and develop effective marketing strategies.

19. The ninth part of the document outlines the procedures for handling contracts and legal matters.

20. All contracts should be reviewed by legal counsel before being signed or entered into.

21. The tenth part of the document discusses the importance of maintaining accurate insurance records.

22. Insurance policies should be reviewed regularly to ensure they provide adequate coverage for the business.

23. The eleventh part of the document provides information on how to handle employee hiring and termination.

24. All hiring and termination decisions should be based on objective criteria and documented thoroughly.

25. The twelfth part of the document discusses the importance of maintaining accurate safety records.

26. Safety incidents should be reported immediately and investigated to prevent future occurrences.