



Republic of the Philippines  
 Supreme Court  
 Office of the Court Administrator  
 Manila

**RECEIVED**  
 SEP 28 2018  
 BY: \_\_\_\_\_  
 TIME: \_\_\_\_\_

**PURCHASE ORDER**

Supplier:  Metroshoppers Trading Inc. 3890A Araro St., Palanan, Makati City	P.O. No.: LC-288-2018 R.O. Date: Sept. 19, 2018 Mode of Procurement: Shopping
Tel No: 501-4190 Fax No.: 555-1665 TIN:	

Gentlemen:  
 Please furnish this office the following articles subject to the terms and conditions contain herein.

Place of Delivery: SUPREME COURT OF THE PHILIPPINES Manila	Delivery Term:  Payment Term: Thirty (30) days credit.
Date of Delivery: Within thirty (30) calendar days from receipt hereof.	

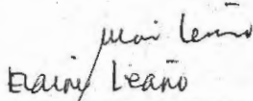
No.	Stock No.	Unit	DESCRIPTION	QTY.	Unit Price	Amount
1		pc	Stapler, ordinary - loading capacity: 200 staples (min.) (see attached specifications)	95	Php105.50	Php3,692.50
2		pc	Numbering machine (6 digits)	14	1,340.00	18,760.00
TWENTY TWO THOUSAND FOUR HUNDRED FIFTY TWO PESOS AND 50/100 ONLY						Php22,452.50

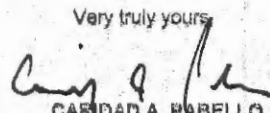
**P. R. No. 215**

PURPOSE: For issuance to newly created courts - MTCC - ~~20~~

NOTE: Original authority attached to P. O. No. LC-287-2018 under MCSA Marketing.

In case of failure to make full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent (1%) for everyday delivery of delay shall be imposed.

Conforms:  
  
 \_\_\_\_\_  
 Signature over printed name of Supplier  
 \_\_\_\_\_  
 09 - 29, 2018  
 \_\_\_\_\_  
 Date

Very truly yours,  
  
 CARIDAD A. PABELLO  
 OCA Chief of Office  
 Office of the Administrative Services

Fund Available:  MARIETTA R. ESDRELON SC Chief Judicial Staff Officer Budget Division-FMO, OCA	ALLOBS NO: <u>MTCC09182231</u> Amount <u>₱ 22,452.50</u>
--	---