



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

PURCHASE ORDER

Supplier : <p style="text-align: center;">Metroshoppers Trading Inc. 3890A Araro St., Palanan, Makati City</p> Tel No: 501-4190 Fax No.: 555-1665 TIN:	P.O. No.: <p style="text-align: center;">LC-291-2018</p> P.O. Date: <p style="text-align: center;">Sept. 19, 2018</p> Mode of Procurement : <p style="text-align: center;">Shopping</p>
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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)	15	Php105.50	Php1,582.50
2		pc	Numbering machine (6 digits)	6	1,340.00	8,040.00
NINE THOUSAND SIX HUNDRED TWENTY TWO PESOS AND 50/100 ONLY						Php9,622.50

P. R. No. 216

PURPOSE: For issuance to newly created courts - MTC - (A).

NOTE: Original authority attached to P. O. No. LC-290-2018 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.

Conforme:

Marietta R. Esdrelon
Marietta E. Esdrelon

Signature over printed name of Supplier

Oct - 24, 2018

Date

Very truly yours,

CARIDAD A. PABELLO

OCA Chief of Office *CP*

Office of the Administrative Services

Fund Available: <p style="text-align: center;">MARIETTA R. ESDRELON SC Chief Judicial Staff Officer Budget Division-FMO, OCA</p>	ALLOBS NO: <i>MTC0918 24/07</i> Amount: <i>₱ 9,622.50</i>
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