



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

PURCHASE ORDER

SEP 26 2018
 BY: [Signature]
 TIME: 11:30

Supplier: **S. D. Leal Graphics**
 2195 F. YSL Bldg, Laveriza St.
 Pasay City

P.O. No.: **LC-299-2018**
 P.O. Date: **Sept. 19, 2018**
 Mode of Procurement: **Shopping**

Tel No: **556-0749**
 Fax No.: **533-8826**
 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:

Date of Delivery:

Payment Term:

Within thirty (30) calendar days from receipt hereof.

Thirty (30) days credit.

No.	Stock No.	Unit	DESCRIPTION	QTY.	Unit Price	Amount
1		pc	Cash Book, Fiduciary (as per sample)	50	Php377.60	Php18,880.00
EIGHTEEN THOUSAND EIGHT HUNDRED EIGHTY PESOS ONLY						Php18,880.00

P. R. No. 231

PURPOSE: For issuance to lower courts - MTCC.
 NOTE: Original authority attached.

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

Conforme: [Signature]
 Signature over printed name of Supplier
10/3/18
 Date

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

Fund Available: [Signature]
MARIETTA R. EGBRELON
 SG Chief Judicial Staff Officer
 Budget Division-FMO, OCA

ALL ORD. NO. MTCA/18/2178
 AMOUNT ₱18,880.00