



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

**PURCHASE ORDER**

Supplier:  <b>DVK Philippines Enterprises</b> 11 Capt. M. Tanyag Street, Ligid Tipas, Taguig City		P.O. No.: <b>LC-296-2019</b> P.O. Date: <b>Sept. 24, 2019</b> Mode of Procurement:  <b>Public Bidding dated July 16, 2019</b>				
Tel No: <b>736-6199</b> Fax No.: <b>782-2141</b> TIN:						
Gentlemen: Please furnish this office the following articles subject to the terms and conditions contain herein.						
Place of Delivery: <b>SUPREME COURT OF THE PHILIPPINES</b> <b>Shari'a Circuit Courts</b>		Delivery Term:  Payment Term: Upon completion of deliveries, presentation of the corresponding invoices of the items indicated and subject to usual auditing requirements.				
Date of Delivery: Please refer to Article II, 2.2 of the SC-BAC-GC contract No. 2019-10						
No.	Stock No.	Unit	DESCRIPTION	QTY.	Unit Price	Amount
1		pack	Expediente Cover, 8.5 x 13", 155 gsm (250sheets/pack)	72	Php253.40	Php18,244.80
2		pc	Stitching Needle, 3.5"; 1.47mm	108	4.90	529.20
3		roll	Thread, cotton, 250-gsm, 4-ply	216	54.32	11,733.12
4		box	Ballpen, blue/black/red; ball point 50's/box	72	223.56	16,096.32
5		ream	Onion skin, paper, legal 8.5" x 13", 24 gsm; 500 sheets/ream	360	169.40	60,984.00
6		ream	Mimeograph paper, legal 8.5" x 13", GW: 60 gsm; 480 sheets/ream	360	142.11	51,159.60
7		roll	Ribbon for manual typewriter; nylon; length: 12yds; single spool; color: black	216	24.64	5,322.24
8		ream	Colored copy paper, legal, 8.5 x 13", 80 gsm	360	227.78	82,000.80
			Freight charges			13,447.44
<b>TWO HUNDRED FIFTY NINE THOUSAND FIVE HUNDRED SEVENTEEN PESOS AND 52/100 ONLY</b>						<b>Php259,517.52</b>

**A.M. NO. 18-07-12-SC**

**SC-BAC-GS-Contract No. 2019-10.**

PURPOSE: For issuance to lower courts - SCC.

NOTE: Original authority attached to P. O. No. LC-289-2019 under DVK Philippines Enterprises.

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: *[Signature]*  
**REJEAN BARRETO**  
 Signature over printed name of Supplier  
Oct. 9, 2019  
 Date

Very truly yours,  
*[Signature]*  
**MARIA ROSARIO A. LABUGUEN**  
 OCA Assistant Chief of Office  
 Office of the Administrative Services, OCA

Fund Available:  <b>MARIETTA R. ESDRELON</b> SC Chief Judicial Staff Officer Budget Division-FMO, OCA	ALLOBS NO: <u>SHCC 1019 2001</u> Amount <u>₱ 259,517.52</u>
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