



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

**RECEIVED**  
 OCT 29 2018  
 BY: \_\_\_\_\_  
 TIME: \_\_\_\_\_

**PURCHASE ORDER**

Supplier:  Metroshoppers Trading Inc. 3890A Araro St., Palanan, Makati City  Tel No: 501-4190 Fax No.: 555-1665 TIN: _____	P.O. No.: LG-341-2018  P.O. Date: Oct. 22, 2018  Mode of Procurement:  Shopping
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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	Manual typewriter - brand new	48	Php14,200.00	Php681,600.00
			18"carriage			-
			keyboard: 44 keys			-
			Max. typeing with: 440mm			-
			Max. paper width: 480mm			-
			with paper release/carriage release			-
			with tabulator setting			-
			with 3 position ribbon selector: black/red/stencil			-
			ribbon: black/red			-
			impression control: individual			-
<b>SIX HUNDRED EIGHTY ONE THOUSAND SIX HUNDRED PESOS ONLY</b>						<b>Php681,600.00</b>

**P. R. No. 265**

PURPOSE: For issuance to newly created courts - RTC - Family Courts.

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%) for everyday delivery of delay shall be imposed.

Conforme:  
  
 Signature over printed name of Supplier  
 Date: Nov - 6, 2018

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>FC 1018 2275</u>  Amount: <u>₱ 681,600</u>
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