



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

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PURCHASE ORDER

Supplier: Metro Paper Converter Phils. Corp. Metro Business Park Stuttgart St. San Andres, Cainta, Rizal			P.O. No.: LC-228-2019 P.O. Date: July 19, 2019 Mode of Procurement: Shopping			
Tel No: 470-1178 Fax No.: 470-1178 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			Delivery Term: _____			
Date of Delivery: Within thirty (30) calendar days from receipt hereof.			Payment Term: Thirty (30) days credit.			
No.	Stock No.	Unit	DESCRIPTION	QTY.	Unit Price	Amount
1		bx	Accountable Form No. 51, E-payment, 7 1/3 x 6 1/2, 4 ply carbonless, 1,000 sets/bx (as per sample)	400	Php1,313.00	Php525,200.00
FIVE HUNDRED TWENTY FIVE THOUSAND TWO HUNDRED PESOS ONLY ONLY						Php525,200.00

P. R. No. 241

PURPOSE: For issuance to lower courts - RTC.

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: July 30, 2019

Very truly yours,

MARIA ROSARIO A. LABUGUEN
 OCA Assistant Chief of Office
 Office of the Administrative Services, OCA

Fund Available: _____ MARIETTA R. ESDRELON SC Chief Judicial Staff Officer Budget Division-FMO, OCA	ALLOBS NO: <u>RTC 07193594</u> Amount: <u>₱ 525,200.00</u>
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