



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

SUPREME COURT OF THE PHILIPPINES
PROPERTY DIVISION - OCA
RECEIVED
DEC 20 2019
BY: [Signature]
TIME: 10:30

PURCHASE ORDER

Supplier: BOC'S Trading Co. Inc. 264-66 San Vicente St. Mezzanine Binondo, Manila		P.O. No.: LC-341-2019
Tel No: 241-2976; 241-2981 Fax No.: 241-2977 TIN:		P.O. Date: December 18, 2019
Gentlemen: Please furnish this office the following articles subject to the terms and conditions contain herein.		Mode of Procurement: Shopping

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		pc	Sign Pen, Liquid gel	434	Php17.50	Php7,595.00
2		bx	Fastener, Metal	285	35.00	9,975.00
3		pad	Paper, Ruled Pad	236	18.50	4,366.00
4		pc	Pen Marking Permanent	290	8.50	2,465.00
5		box	Pencil Lead with eraser (12/pcs/bx)	62	66.00	4,092.00
6		rl	Tape transparent, 1"	432	12.50	5,400.00
7		pad	Stamp Pad #2	91	13.50	1,228.50
8		pc	Highlighter	108	11.40	1,231.20
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THIRTY SIX THOUSAND THREE HUNDRED FIFTY PESOS AND 70/100 ONLY						Php36,352.70

P. R. No. 337
 PURPOSE: For issuance to lower courts - MTCC.
 NOTE: Original authority attached to P.O. No. LC-340-2019 under Boc's Trading Co. Inc.

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:
AILEEN J. LINAG
 Signature over printed name of Supplier
12-26-19
 Date

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

Fund Available: <u>Marietta R. Esdrelon</u> MARIETTA R. ESDRELON SC Chief Judicial Staff Officer Budget Division-FMO, OCA	ALLOBS NO: <u>MTCC12192019</u> Amount <u>36,352.70</u>
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