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

SUPREME COURT OF THE PHIL.
PROPERTY DIVISION - OCA
RECEIVED
MAY 27 2020
BY: BORIS
TIME: 9:00

PURCHASE ORDER

Supplier:
MCSA Marketing
446 Godisco Bldg. San Fernando St.
Binondo, Manila

Tel No: 710-17-87
Fax No.: 986-98-40
TIN:

P.O. No.: LC-029-2020
P.O. Date: Mar. 12, 2020
Mode of Procurement : Shopping

Gentlemen:
Please furnish this office the following articles subject to the terms and conditions contain herein.

Place of Delivery: SUPREME COURT OF THE PHILIPPINES
Date of Delivery: Within thirty (30) calendar days from receipt hereof.

Delivery Term:
Payment Term: Thirty (30) days credit.

No.	Stock No.	Unit	DESCRIPTION	QTY.	Unit Price	Amount
1		bx	Envelope, mailing, white, 70gsm, 500 pxc/bx	644	Php220.00	Php141,680.00
2		Unit	Cutter knife, with anti-slip grip plastic, molded body	268	28.00	7,504.00
3		pc	Sign Pen (Blue, Black and Red)	2424	25.00	60,600.00
						-
						-
TWO HUNDRED NINE THOUSAND SEVEN HUNDRED EIGHTY FOUR PESOS ONLY						Php209,784.00

P. R. No. 032

PURPOSE: For issuance to lower courts - RTC - Reg. 1 & 2.
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:

Precious Ching
Signature over printed name of Supplier

NOV 19, 2020
Date

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: RTC 03202804
Amount ₱ 209,784.00

/mdaa