



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

MAY 27 2020
 By: PONIS
 TIME: 3:00

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-035-2020 P.O. Date: Mar. 12, 2020 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 Date of Delivery: Within thirty (30) calendar days from receipt hereof.	Delivery Term: Payment Term: Thirty (30) days credit.
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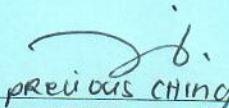
No.	Stock No.	Unit	DESCRIPTION	QTY.	Unit Price	Amount
1		bx	Envelope, mailing, white, 70gsm, 500 pxc/bx	348	Php220.00	Php76,560.00
2		Unit	Cutter knife, with anti-slip grip plastic, molded body	170	28.00	4,760.00
3		pc	Sign Pen (Blue, Black and Red)	1193	25.00	29,825.00
ONE HUNDRED ELEVEN THOUSAND ONE HUNDRED FORTY FIVE PESOS ONLY						Php111,145.00

P. R. No. 034

PURPOSE: For issuance to lower courts - MTC - 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:

 Signature over printed name of Supplier
 Date: NOV 19, 2020

Very truly yours,

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

Fund Available:  MARIETTA R. ESDRELON SC Chief Judicial Staff Officer Budget Division-FMO, OCA	ALLOBS NO: <u>MTC 032021 24</u> Amount <u>₱ 111,145-</u>
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