



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

SUPREME COURT OF THE PHILIPPINES
 PROPERTY DIVISION - OCA

RECEIVED

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BY: DORIS
 TIME: 9:00

PURCHASE ORDER

Supplier: <p style="text-align: center;">MCSA Marketing 446 Godisco Bldg. San Fernando St. Binondo, Manila</p> Tel No: 710-17-87 Fax No.: 986-98-40 TIN:				P.O. No.: LC-038-2020 P.O. Date: Mar. 12, 2020 Mode of Procurement: <p style="text-align: center;">Shopping</p>		
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	Envelope, mailing, white, 70gsm, 500 pxc/bx	289	Php220.00	Php63,580.00
2		Unit	Cutter knife, with anti-slip grip plastic, molded body	182	28.00	5,096.00
3		pc	Sign Pen (Blue, Black and Red)	1555	25.00	38,875.00
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ONE HUNDRED SEVEN THOUSAND FIVE HUNDRED FIFTY ONE PESOS ONLY						Php107,551.00

P. R. No. 035

PURPOSE: For issuance to lower courts - MCTC - 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

 ndv 19, 2020
 Date

Very truly yours,

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

Fund Available: <p style="text-align: center;"> MARIETTA R. ESDRELON SC Chief Judicial Staff Officer Budget Division-FMO, OCA</p>	ALLOBS NO: <u>MCTC0320 2200</u> Amount <u>₱ 107,551 -</u>
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