



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

**RECEIVED**  
AUG 19 2022  
BY: \_\_\_\_\_  
TIME: 1:30

**PURCHASE ORDER**

Supplier :  Center Point Sales & Trading, Inc. 6/F Sky 1 Tower, #68 Dasmariñas St. Binondo, Manila	P.O. No.: LC-093-2022 P.O. Date: August 10, 2022 Mode of Procurement :  Public Bidding dated March 28, 2022
Tel No: 8242-4245 / 46 Fax No.: 8242-4246 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 MUNICIPAL TRIAL COURTS IN CITIES - REGION 9 TO 12	Delivery Term:
Date of Delivery: Please refer to Article II, 2.2 of the SC-BAC-GC contract No. 2022-07	Payment Term: Upon completion of deliveries, presentation of the corresponding invoices of the items indicated and subject to usual auditing requirements.

No.	Stock No.	Unit	DESCRIPTION	QTY.	Unit Price	Amount
1		ream	Paper, Multipurpose, Legal * 70gsm (min.) * legal 216mm x 330mm (±2mm) * 500 sheets per ream * five (5) reams per box	5370	Php235.88	Php1,266,675.60
2		ream	Paper, Multipurpose, A4 * 70gsm (min.) * A4 210mm x 297mm (±2mm) * 500 sheets per ream * five (5) reams per box	1390	218.22	303,325.80
			Freight charges			202,800.00
ONE MILLION SEVEN HUNDRED SEVENTY TWO THOUSAND EIGHT HUNDRED ONE PESOS AND 40/100 ONLY						Php1,772,801.40

A. M. No. 20-10-05-SC  
SC-BAC-GS-Contract No. 2022-07.

PURPOSE: For issuance to lower courts - MTCC - Regions 9 to 12.

NOTE: Original authority attached to P.O. No. LC-085-2022 under Center Point Sales & Trading 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:  
  
Signature over printed name of Supplier  
09/09/22  
Date

Very truly yours,  
  
MARIA TERESA D. DEMESA-RAZAL  
OIC - Chief of Office  
Office of Administrative Services, OCA

Fund Available:  MOISES B. FIGUEROA Acting SC Chief Judicial Staff Officer Budget Division-FMO, OCA	ALLOBS NO: <u>MTCC 08222112</u> Amount <u>1,772,801.40</u>
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