



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

SUPREME COURT OF THE PHILIPPINES
PROPERTY DIVISION - OCA

RECEIVED
AUG 19 2022

BY: _____
TIME: _____ 1:30

PURCHASE ORDER

Supplier : Center Point Sales & Trading, Inc. 6/F Sky 1 Tower, #68 Dasmarinas St. Binondo, Manila		P.O. No.: LC-097-2022				
Tel No: 8242-4245 / 46 Fax No.: 8242-4246 TIN:		P.O. Date: August 10, 2022				
Gentlemen: Please furnish this office the following articles subject to the terms and conditions contain herein.		Mode of Procurement : Public Bidding dated March 28, 2022				
Place of Delivery: SUPREME COURT OF THE PHILIPPINES MUNICIPAL CIRCUIT TRIAL COURTS - REGION 1 TO 5		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	5790	Php235.88	Php1,365,745.20
			* 70gsm (min.)			-
			*legal 216mm x 330mm (±2mm)			-
			* 500 sheets per ream			-
			* five (5) reams per box			-
2		ream	Paper, Multipurpose, A4	2205	218.22	481,175.10
			* 70gsm (min.)			-
			* A4 210mm x 297mm (±2mm)			-
			* 500 sheets per ream			-
			* five (5) reams per box			-
			Freight charges			203,073.00
TWO MILLION FORTY NINE THOUSAND NINE HUNDRED NINETY THREE PESOS AND 30/100 ONLY						Php2,049,993.30

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

PURPOSE: For issuance to lower courts - MCTC - Regions 1 to 5.

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:

Juliefa S. Baraja
Signature over printed name of Supplier

09/09/22
Date

Very truly yours,

MARIA TERESA O. DEMESA-RAZAL
MARIA TERESA O. 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>MCTC08222248</u> Amount <u>₱ 2,046,993.30</u>
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