

## PURCHASE ORDER

Supplier :  MCSA Marketing 446 San Fernando St. Binondo, Manila				P.O. No.: LC-108-2021 P.O. Date: October 8, 2021 Mode of Procurement :  Shopping		
Tel No: 8986-9840/87388050 Fax No.: 253-4764 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				Delivery Term:		
Date of Delivery:  Within thirty (30) calendar days upon receipt hereof.				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		pc	Note Pad, Stik-on, 2x3	500	Php18.00	Php9,000.00
2		bx	Fastener, metal, non-sharp edges	400	80.00	32,000.00
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FORTY ONE THOUSAND PESOS ONLY					Php41,000.00	

P.R. No. 28

PURPOSE: For issuance to lower courts - MeTC.

NOTE: Original authority attached to P. O. No. LC-102-2021 under SPH International Corporation.

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:

Very truly yours,

Signature over printed name of Supplier

Date \_\_\_\_\_

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

<p>Fund Available:</p> <p><i>WJL</i></p> <p><b>MARIETTA R. ESDRELON</b></p> <p>SC Chief Judicial Staff Officer</p> <p>Budget Division-FMO, OCA</p>	<p>ALLOBS NO: <u><i>METC 10212165</i></u></p> <p>Amount <u><i>\$41,000.00</i></u></p>
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