



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

401-r  
 AUG 30 2023  
 BY: [Signature]  
 TIME: 10:10

**PURCHASE ORDER**

Supplier: <b>JACA Office and School Supplies Trading</b> 671 Boni Avenue, Mandaluyong City			P.O. No.: <b>LC-098-2023</b> P.O. Date: <b>August 22, 2023</b> Mode of Procurement: <b>Shopping</b>			
Tel No: <b>0927-5401174 / 8533-2008 / 85319311</b> Fax No.: TIN:						
Gentlemen: Please furnish this office the following articles subject to the terms and conditions contain herein.						
Place of Delivery: <b>SUPREME COURT OF THE PHILIPPINES/                  SMED WAREHOUSE</b>			Delivery Term:  Payment Term: Thirty (30) days credit.			
Date of Delivery: Within forty five (45) calendar days from receipt hereof.						
No.	Stock No.	Unit	DESCRIPTION	QTY.	Unit Price	Amount
1		pack	Market, Flourescent (3pcs/pack)	1,021	Php36.00	Php36,756.00
			* Barrel: Flat			-
			*Tip; Chisel point			-
			*Assorted Colors			-
			*Brand shall be engraved/embossed/printed on the item			-
2		bx	Pencil, Lead with eraser	797	42.00	33,474.00
			*Wood cased			
			*Hardness: HB or 2			
			*Lead/graphite diameter: 2mm			
			*The eraser shall be abrasive and shall provide clean erasures			
			*One (1) dozen per box/twelve (12) boxes per pack			
<b>SEVENTY THOUSAND TWO HUNDRED THIRTY PESOS ONLY</b>						<b>Php70,230.00</b>

**P. R. No. 65**

PURPOSE: For issuance to various lower courts - ~~MTCC~~.

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]  
 Signature over printed name of Supplier

Sept. 7, 2023  
 Date

Very truly yours,

[Signature]  
**MARIA TERESA O. DEMESA-RAZAL**  
 OIC-Chief of Office  
 Office of the Administrative Services-OCA

Fund Available: [Signature] <b>MOISES B. FIGUEROA</b> SC Chief Judicial Staff Officer Budget Division-FMO, OCA	ALLOBS NO: <b>MTCC 08232520</b> Amount <b>₱ 70,230.00</b>
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