

SUPREME COURT OF THE PHIL  
PROPERTY DIVISION - OCA



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

424-3  
(18)  
OCT 27 2023  
BY: [Signature]  
TIME: 9:15

PURCHASE ORDER

Supplier : <b>Center Point Sales and Trading, Inc. and Center Point Solutions and Technologies, Inc. (CPS-CPSTI Joint Venture) Unit 604 Sky Tower 1 Bldg. No. 68 Dasmarinas Street, Binondo, Manila</b>				P.O. No.: <b>LC-179-2023</b>		
Tel No: <b>8242-4245 to 46</b> Fax No.: TIN:				P.O. Date: <b>October 16, 2023</b> Mode of Procurement :  <b>Public Bidding dated December 16, 2022</b>		
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</b>				Delivery Term:		
Date of Delivery: <b>Please refer to Article II, 2.2 of the SC-BAC-GC contract No. 2023-13</b>				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		pack	Expediente, 8.5" x 13", 155gsm, 250 pc/pack	531	Php552.00	Php293,112.00
2		pc	Stitching Needle, 3.5", 1.47mm	170	55.98	9,516.60
3		rl	Thread cotton, 250gsm, 200G.wt., 4ply	227	190.00	43,130.00
4		bx	Ballpen (blue, black, red), ballpoing, 50's/box	86	210.00	18,060.00
5		ream	Onion Skin, Paper, 8.5" x 13", 24gsm, 50 sheets/ream	118	440.00	51,920.00
6		ream	Mimeograph Paper, Legal, 480sheets/per ream, subs. 18	140	310.00	43,400.00
7		bx	Ribbon for Manual Typewriter, nylon, 12yards, single pool,black	52	90.00	4,680.00
8		ream	Colored Copy Paper (Green), 8.5"x13", 80gsm, 500pcs/ream	0	710.00	-
9		ream	Colored Copy Paper (Yellow), 8.5"x13", 80gsm, 500pcs/ream	0	710.00	-
10		ream	Colored Copy Paper (Blue), 8.5"x13", 80gsm, 500pcs/ream	0	710.00	-
11		ream	Colored Copy Paper (Pink), 8.5"x13", 80gsm, 500pcs/ream	0	710.00	-
			(see attached technical specifications)			
			Freight Charges			125,482.85
FIVE HUNDRED EIGHTY NINE THOUSAND THREE HUNDRED ONE PESOS and 45/100 ONLY					Php589,301.45	

A.M. NO. 20-10-05-SC (Re: Procurement of Various Office Supplies for the Official Use of the Lower Courts)

SC-BAC-GS-Contract No. 2022-13.

P.R. No. 65

PURPOSE: For issuance to lower courts - LOT 2 , MCTC. Region 5.

NOTE: Original authority attached to P.O. No. LC-152-2023 under Center Point Sales and Trading Inc. and Center Point Solutions and Technologies, Inc. (CPS-CPSTI Joint Venture)

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:

Ma. Trinidad A. Decena  
Signature over printed name of Supplier  
11 / 10 / 23  
Date

Very truly yours,

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

Fund Available:  MOISES B. FIGUEROA SC Chief Judicial Staff Officer Budget Division-FMO, OCA	ALLOBS NO: MCTC10232406 Amount 589,301.45
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