



COURT OF TAX APPEALS

Agham Rd., North Triangle, Diliman, Quezon City

PURCHASE ORDER

Supplier : CENTRAL BOOK SUPPLY, INC.	P. O. No. : 2023-10-249
Address : 2/F, Phoenix Bldg., 927 Quezon Avenue, Brgy. Sta. Cruz, Quezon City	Date : October 24, 2023
Tel. No. : 0939-916-6596	Mode of Procurement :
TIN : 001-399-724-000	Direct Contracting
PRN : 2004-17686	

Madam:
Please furnish this Office the following item/s subject to the terms and conditions contained herein.

Place of Delivery: COURT OF TAX APPEALS	Payment: within seven (7) days upon receipt of goods demand for payment
Date of Delivery : within seven (7) days upon receipt of Purchase Order	

UNIT	DESCRIPTION	QTY.	UNIT COST	TOTAL AMOUNT
book	Supreme Court Reports Annotated (SCRA), Volumes 946-963, (18 Volumes)	18	₱1,300.00	₱23,400.00
book	The Amended Rules on Civil Procedure, Book 1, 2023 Edition, UDARBE	10	1,750.00	17,500.00
book	The Amended Rules on Civil Procedure, Book 2, 2023 Edition, UDARBE	10	1,750.00	17,500.00
book	Revised Rules of Court, 2023 Edition, Pocket Size, CBSI	10	880.00	8,800.00
book	Philippine Taxation, Lawyer's Edition, 2023 Edition, CBSI	10	1,480.00	14,800.00
Nothing Follows				

EIGHTY-TWO THOUSAND PESOS ONLY **₱ 82,000.00**

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for everyday of delay shall be imposed on the undelivered item/s.

Moreover, the obligation for the warranty shall be covered by retention money in an amount equivalent to one percent (1%) of the total contract price. The said amount shall be only released after the lapse of the warranty period. Provided, however, that the goods are free from patent and latent defects and all conditions imposed under the contract have been fully met.



Very truly yours,

ANNE BENITA S. AUSTIN
ANNE BENITA S. AUSTIN
Chief Judicial Staff Officer
Procurement & Property Management Division

Recommending Approval

BIDS AND AWARDS COMMITTEE 1

AB Fernando
ATTY. DANILO B. FERNANDO
Chairperson

Elsie R. Tiauzon-Forteza
ELSIE R. TIAUZON-FORTEZA
Vice-Chairperson

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Vicente G. Clemente
VICENTE G. CLEMENTE
Provisional Member

CONFORME: *J. Jacala* 11/3/23
Pr. Ma. Jose Gina G. Jacala
Signature over Printed Name of Supplier/Date

APPROVED: *Catherine T. Manahan*
CATHERINE T. MANAHAN
Associate Justice

Fund Cluster: 011 011 01
Funds Available: ₱ 82,000.00
AMELITA M. LANDICHO
Chief Judicial Staff Officer, Accounting Division

ORS/BURS No.: 02, 01101101-2023-10-988
Date of the ORS/BURS: 10/25/2023
Amount : Php 82,000.00