



PHILIPPINE NATIONAL OIL COMPANY

PNOC Building VI, Energy Center, Rizal Drive,
BGC, Taguig City
TIN 000-169-191-000 VAT

PURCHASE ORDER

PY-716 (Rev. 09/88)

SUPPLIER NAME AND ADDRESS MCSA MARKETING RM 206 KIM SIU CHING FOUNDATION BLDG., 473 STO. CRISTO ST., BINONDO, MANILA	YOUR QUOTATION REFERENCE QUOTATION SUBMITTED BY: MS. TERESA S. AGSALUD	PO Nº 298903 REQUISITION NO. PRM-25-153 DATE PO PREPARED December 2, 2025 ACCOUNTING CHARGES DOLLAR CONVERSION/AMOUNT
DELIVER PROMPTLY TO PNOC BLDG. 6, ENERGY CENTER, RIZAL DRIVE, FORT BONIFACIO, TAGUIG, M.M. ATTN: J.T. EVANGELISTA	ABOVE PURCHASE ORDER AND REQUISITION NUMBERS MUST APPEAR ON ALL SHIPPING AND BILLING DOCUMENTS. THE COMMODITY CODES SHOWN BELOW MUST APPEAR ON ALL INVOICES AND SHIPPING LISTS. CAREFULLY READ AND FOLLOW ALL INSTRUCTIONS SHOWN AT THE BACK OF THIS PURCHASE ORDER.	

PAYMENT TERMS (UPON SUBMISSION OF ORIGINAL INVOICE & PO)
NET 30 DAYS

DELIVERY DATE: WITHIN THIRTY (30)
CALENDAR DAYS UPON RECEIPT OF
PURCHASE ORDER

ORIGIN

ITEM NO.	COMMODITY CODE	UM	DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
2		pcs	Ballpen, Black, HBW	322	4.98	1,603.56
3		pcs	Ballpen, Blue, HBW	166	4.98	826.68
4		pcs	Ballpen, Red, HBW	77	4.98	383.46
5		pck	Battery, Dry Cell AA, 2 pcs/blister pack, Kodak	258	40.00	10,320.00
7		pcs	Battery, LR 41, Maxell	4	29.00	116.00
8		pcs	Battery, LR 44, Maxell	2	29.00	58.00
10		pcs	Binder, Arch File, 2" thick, 2 holes, A4, horizontal, UK	20	98.00	1,960.00
24		roll	Correction Tape for Olympia Carrera Deluxe MD	2	192.00	384.00
26		pcs	DVD rewritable, 4x speed, 4.7GB capacity, Maxell	24	44.00	1,056.00
32		pcs	Eraser, plastic or rubber, Joy	39	10.00	390.00
33		set	File tab divider, bristol board, A4, five (5) colors/set	293	19.95	5,845.35
34		set	File tab divider, bristol board, legal, five (5) colors/set	57	24.00	1,368.00
37		pcs	Folder, EDP (continuous form folder), 11 x 9-1/2	10	92.90	929.00
40		pcs	Folder, Morocco, A4, color - specialty blue, Scribbles	6	12.00	72.00
42		bxs	Folder, heavy duty pressboard, size 240mm x 370mm, 100s per box, CPPI	12	1,900.00	22,800.00
45		pcs	Gel ink pen, Black 0.3, My Gel	46	26.70	1,228.20
SUB-TOTAL ^^^^^						Php 49,340.25
^^^^^^^^^^^ NEXT PAGE ^^^^^^^^^^^^						

SUPPLIER ACCEPTANCE		REVIEW AND APPROVAL	
TERMS AND CONDITIONS ACCEPTED BY:	DATE ACCEPTED:	REVIEWED BY:	ENGR. C.F.C. MELO
ORIGINAL PO RECEIVED BY: <i>Teresa S. Agsalud</i>	DATE RECEIVED: <i>Dec-19, 2025</i>	APPROVED BY:	ATTY. AROLF E. SUYOM
Proprietress			

MCSA MARKETING

PURCHASE ORDER

PY - 717 (REV 01/02)

SHEET NO 2 OF 2

PO NO 298903

ITEM NO	COMMODITY CODE	UM	DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
47		bxs	Index tab, self-adhesive, transparent, white, bindermax	13	85.95	1,117.35
49		pcs	Magazine file box, large	40	119.00	4,760.00
65		pck	Paper sticker, matte, A4, 10's, Prince	202	35.00	7,070.00
74		ream	Paper, Newsprint, white, legal, Polar	20	142.00	2,840.00
75		pck	Paper, Photo, glossy, A4, 10's, Acacia	54	49.00	2,646.00
77		jar	Paste, White, 7 oz., Redstone	7	41.00	287.00
80		bxs	Plastic, Paper Fastener, assorted colors, King	92	30.00	2,760.00
82		bks	Record Book, 150 pages, CPPI	14	39.00	546.00
83		bks	Record Book, 200 pages, CPPI	19	38.00	722.00
89		bxs	Self-adhesive label, 1 x 4, Stickrite	7	67.00	469.00
90		bxs	Self-adhesive label, 1 x 6, Stickrite	6	67.00	402.00
100		bxs	Staple wire for heavy duty staplers, 23/8, Etona	17	23.00	391.00
101		pcs	Tape, double sided, tissue type, 20mm, Acura	28	20.00	560.00
105		roll	Tape, transparent, 18mm x 25m (small), Crocodile	112	8.80	985.60
106		roll	Tape, transparent, 24mm, 50 meters, Crocodile	106	14.00	1,484.00
109		pck	PVC Book Binding Cover, A4, clear, 20 sheets/pack, TM	2	112.00	224.00
112		roll	VHS Paper Tape Receipt, 2-1/4, Vanson	20	22.00	440.00
113		bxs	Push Pins, Crown	3	31.00	93.00
118		pcs	Presentation folder, size A4, Black, UK	20	36.00	720.00
119		pcs	Battery, 9V, Alkaline, Kodak	6	95.00	570.00
				SUB-TOTAL (P1) ^^^^^		Php 49,340.25
				SUB-TOTAL (P2) ^^^^^		Php 29,086.95
				GRAND-TOTAL ^^^^^		Php 78,427.20
^^^^^^^^^^^^ NOTHING FOLLOWS ^^^^^^^^^^^^^						
NOTE: 12% VAT INCLUDED						

SUPPLIER ACCEPTANCE		REVIEW AND APPROVAL	
TERMS AND CONDITION ACCEPTED BY	DATE ACCEPTED	REVIEWED BY	ENGR. C.E.C. MELO
ORIGINAL PO RECEIVED BY	DATE RECEIVED	APPROVED BY	ATTY. ARDLE E. SUYOM

Margalud
Teresa S. Agsalud
Proprietress

Dec. 19, 2025

**PHILIPPINE NATURAL OIL COMPANY**

PNOC Building VI, Energy Center, Rizal Drive,
BGC, Taguig City
TIN 000-169-191-000 VAT

PURCHASE ORDER

PY-716 (Rev. 09/88)

SUPPLIER NAME AND ADDRESS LAMBERT TRADING MARCOS DISTRICT, POBLACION, TALAVERA, NUEVA ECIZA	YOUR QUOTATION REFERENCE QUOTATION SUBMITTED BY: MS. LORAIN MALUBAG	PO No 298904
		REQUISITION NO. PRM-25-153
		DATE PO PREPARED December 2, 2025
		ACCOUNTING CHARGES
DELIVER PROMPTLY TO PNOC BLDG. 6, ENERGY CENTER, RIZAL DRIVE, FORT BONIFACIO, TAGUIG, M.M. ATTN: J.T. EVANGELISTA	ABOVE PURCHASE ORDER AND REQUISITION NUMBERS MUST APPEAR ON ALL SHIPPING AND BILLING DOCUMENTS. THE COMMODITY CODES SHOWN BELOW MUST APPEAR ON ALL INVOICES AND SHIPPING LISTS. CAREFULLY READ AND FOLLOW ALL INSTRUCTIONS SHOWN AT THE BACK OF THIS PURCHASE ORDER.	DOLLAR CONVERSION/AMOUNT

PAYMENT TERMS (UPON SUBMISSION OF ORIGINAL INVOICE & PO)

NET 30 DAYS

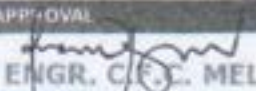
DELIVERY TERMS:

**FOB MANILA:
DELIVERY DATE: WITHIN THIRTY (30)
CALENDAR DAYS UPON RECEIPT OF
PURCHASE ORDER**

ORIGIN

ITEM NO.	COMMODITY CODE	UM	DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
9		pcs	Binder Ring, Plastic, 3/4" x 80 rings, 19mm, Generic	60	17.00	Php 1,020.00
11		pcs	Binder Arch File, 3" thick, 2 holes, A4, vertical, Generic	30	63.00	1,890.00
13		pcs	CD recordable, Banana CDR	10	30.00	300.00
16		bxs	Clip, backfold, 19mm, 12 pcs/box, MGK/TM	123	9.00	1,107.00
17		bxs	Clip, backfold, 25mm, 12 pcs/box, MGK/TM	124	13.00	1,612.00
18		bxs	Clip, backfold, 32mm, 12 pcs/box, MGK/TM	128	18.00	2,304.00
20		bxs	Computer, continuous forms, 1 ply, 280 x 241mm (11" x 9-1/2"), MGK/TM	2	757.00	1,514.00
21		bxs	Computer, continuous forms, 2 ply, 280 x 241mm (11" x 9-1/2"), carbonless, Generic	3	1,045.00	3,135.00
22		btl	Correction fluid, water based, HBW/Joy	2	16.00	32.00
23		pcs	Correction tape, 8 meter (min.), 1 piece in individual plastic, Stark/Joy	247	19.00	4,693.00
25		tube	Cutter blade, heavy duty cutter, 10 pcs/tube, size 500, HBW	3	19.00	57.00
27		bxs	Envelope, Documentary for A4 size document, 500 pcs/box, CPPI	8	535.00	4,280.00
28		bxs	Envelope, Documentary for Legal size document, 500 pcs/box, CPPI	6	665.00	3,990.00
SUB-TOTAL ^^^^^						Php 25,934.00

^^^^^^^^^^ NEXT PAGE ^^^^^^^^^^^^

SUPPLIER ACCEPTANCE		REVIEW AND APPROVAL	
TERMS AND CONDITIONS ACCEPTED BY: LORAIN A. MALUBAG	DATE ACCEPTED: 12-12-2025	REVIEWED BY:  ENGR. C.F.C. MELO	
ORIGINAL PO RECEIVED BY:	DATE RECEIVED:	APPROVED BY:  PRES. M.C.S.C. CABARABAN	

PURCHASE ORDER

PV - 717 (REV 01/02)

LAMBERT TRADING

SHEET NO 2 OF 4
PO NO 298904

ITEM NO	COMMODITY CODE	UM	DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
29		bxs	Envelope, expanding, kraftboard, for legal size document, 100 pcs/box, Phoenix	5	964.00	4,820.00
30		pcs	Envelope, expanding, Clear, Plastic, Philtint	7	19.00	133.00
31		bxs	Envelope, mailing, 500 pieces per box, 80 gsm, Best	3	427.00	1,281.00
35		pcs	Folder, Arch File, A4, MGK/TM	35	63.00	2,205.00
36		pcs	Folder, Arch File, Legal, MGK/TM	15	71.00	1,065.00
41		pcs	Folder, plastic with transparent/clear plastic front cover, A4, Focus	15	17.00	255.00
43		pck	Folder, Tagboard, A4, 100 pcs/pack, System-14 pts	7	355.00	2,485.00
46		jar	Glue, all purpose, 200 grams min., TM-250G	23	34.00	782.00
48		ream	Laminating film, 125 microns, MGK	5	421.00	2,105.00
56		pcs	Notebook, stenographer's, 60 leaves, Generic	85	16.00	1,360.00
57		pads	Note pad, Post-it, 1.5 x 2, HBW	188	8.00	1,504.00
58		pads	Note pad, Post-it, 3 x 5, HBW	116	25.00	2,900.00
59		pads	Note pad, Post-it, 4 x 6, Joy/Line	110	61.00	6,710.00
60		pads	Note pad, Stick-On, 50mm x 76mm (2" x 3"), 100 sheets/pad, HBW	59	12.00	708.00
61		pads	Note pad, Stick-On, 76mm x 100mm (3" x 4"), 100 sheets/pad, HBW	57	22.00	1,254.00
62		pads	Note pad, Stick-On, 76mm x 76mm (3" x 3"), 100 sheets/pad, HBW	50	15.00	750.00
63		bxs	Paper clip, gem type, 32mm, 100 pcs/box (regular), MGK	127	8.00	1,016.00
SUB-TOTAL ^^^^^						Php 31,333.00
^^^^^^^^^^ NEXT PAGE ^^^^^^^^^^^^^^^						

SUPPLIER ACCEPTANCE

REVIEW AND APPROVAL

TERMS AND CONDITION ACCEPTED BY

LORAIN A. MALUBAG

DATE ACCEPTED

12-12-2025

REVIEWED BY

ENGR. C.F.C. MELO

ORIGINAL PO RECEIVED BY

DATE RECEIVED

APPROVED BY

PRES. M.C.S.C. CABARABAN

PURCHASE ORDER

LAMBERT TRADING

 3 4
 SHEET NO OF
 PO NO 298904

PY - 717 (REV 01/02)

ITEM NO	COMMODITY CODE	UM	DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
66		pcs	Paper, Highlighter, Blue, HBW	20	13.00	260.00
67		pcs	Paper, Highlighter, Green, HBW	20	13.00	260.00
68		pcs	Paper, Highlighter, Orange, HBW	30	13.00	390.00
69		pcs	Paper, Highlighter, Pink, HBW	36	13.00	468.00
70		pcs	Paper, Highlighter, Yellow, HBW	49	13.00	637.00
71		ream	Paper, Multi-purpose (copy), A4, 70 gsm, ultra-white, Perfect Print	1,450	148.00	214,600.00
72		ream	Paper, Multi-purpose (copy), Legal, 70 gsm, ultra-white, Perfect Print	157	168.00	26,376.00
73		ream	Paper, Multi-purpose (copy), A3, 70 gsm, Office Pro	13	280.00	3,640.00
76		pck	Paper, Specialty board, plain, white, 10's, A4 size, Worx	65	26.00	1,690.00
78		bxs	Pencil #1, 12's, HBW 001	4	44.00	176.00
79		bxs	Pencil #2, 12's, HBW 002	32	44.00	1,408.00
87		bdl	Ring Binder, 80 rings, plastic, 25mm, 10 pcs/bundle, Generic	8	260.00	2,080.00
91		pck	Sign Here Flags, Deli	111	70.00	7,770.00
95		pcs	Sign pen, green, liquidgel ink, 0.5mm, needle tip, Dong-A	18	21.00	378.00
96		btls	Stamp pad ink, violet, 50ml, HBW	11	18.00	198.00
97		pcs	Stamp Pad, HBW	9	24.00	216.00
98		bxs	Staple wire, for heavy duty staplers, 23/13, HBW/Joy	33	27.00	891.00
103		roll	Tape, masking, 48mm, 50 meters length	47	106.00	4,982.00
108		roll	Twine, plastic, one kilo per roll, Generic	6	68.00	408.00
110		btls	Stamp Pad Ink, green, 50ml, HBW	6	18.00	108.00
111		btls	Stamp Pad Ink, red, 50ml, HBW	7	18.00	126.00
SUB-TOTAL^^^^^						Php 267,062.00
^^^^^^^^^^^^^ NEXT PAGE ^^^^^^^^^^^^^^						

SUPPLIER ACCEPTANCE

REVIEW AND APPROVAL

TERMS AND CONDITION ACCEPTED BY

DATE ACCEPTED

REVIEWED BY

LORAIN A. MALUBAG

12-12-2025

ENGR. C.F. MELO

ORIGINAL PO RECEIVED BY

DATE RECEIVED

APPROVED BY

PRES. M.C.S.C. CABARABAN

PURCHASE ORDER

LAMBERT TRADING

SHEET NO 4 OF 4
PO NO 298904

PY - 717 (REV 01/02)

ITEM NO	COMMODITY CODE	UM	DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
114		pcs	Paper, Highlighter, Yellow Green, HBW	10	13.00	130.00
115		bdl	Ring Binder, 80 rings, plastic, 10mm, 10 pcs/bundle, Generic	5	70.00	350.00
116		pcs	Clip board, A4 with cover, Joy/HBW	20	86.00	1,720.00
117		pcs	Binder, 3 inches, 3-ring, D-Type, A4	5	266.00	1,330.00
120		roll	Plastic Wrap, stretch film, 10" x 500 meters, Generic	5	277.00	1,385.00
SUB-TOTAL (P1) ^^^^^						Php 25,934.00
SUB-TOTAL (P2) ^^^^^						Php 31,333.00
SUB-TOTAL (P3) ^^^^^						Php 267,062.00
SUB-TOTAL (P4) ^^^^^						Php 4,915.00
GRAND-TOTAL ^^^^^						Php 329,244.00
^^^^^^^^^^^^ NOTHING FOLLOWS ^^^^^^^^^^^^^						
NOTE: 12% VAT INCLUDED						
SUPPLIER ACCEPTANCE				REVIEW AND APPROVAL		
TERMS AND CONDITION ACCEPTED BY		DATE ACCEPTED		REVIEWED BY		
LORAINIE A. MALUBAG		12-12-2025		ENGR. J.C. MELO		
ORIGINAL PO RECEIVED BY		DATE RECEIVED		APPROVED BY		
				PRES. M.C.S.C. CABARABAN		