



Republic of the Philippines
University of the Philippines Baguio
Governor Pack Road, Baguio City
Telefax No. 442-3888/442-3484
www.upb.edu.ph

Notice to Proceed

December 15, 2020

Luz T. Merina
Key Accounts Manager
Commerce Asia, Inc. (GMP Philippines)
2/F Vazquez-Madrigal Plaza 51 Annapolis St., San Juan City, Metro Manila
(02) 8726-4030/ (02) 8722-1906

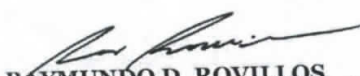
Dear Ms. Merina:

Notice is hereby given to Commerce Asia, Inc. (GMP Philippines) represented by its *Key Accounts Manager, Luz T. Merina*, that work may commence on the **Supply and Delivery of Consumables for the ID Printer** effective on _____ or _____ day/s after the receipt of this notice.

Upon receipt of this notice, you are responsible for performing the services under the terms and conditions of the Agreement and in accordance with the Implementation Schedule.

Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below. Keep one copy and return the other to the University of the Philippines Baguio.

Very truly yours,


RAYMUNDO D. ROVILLOS
Chancellor

Conforme: 

Luz MERINA

(Name of Representative of Bidder)

Date: 1.25.2021



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**BIDS AND AWARDS COMMITTEE
 RESOLUTION NO. 2020-009**

(Declaring Commerce Asia, Inc. As Exclusive Authorized Distributor and Service Center)

WHEREAS, the University of the Philippines Baguio purchased last 7 May 2012 an ID printer, FARGO Brand Model No.: HDP 5000, Serial No. Bb1320129, for use the Office of the University Registrar;

WHEREAS, after the duration of the warranty period, the unit needs preventive repair and maintenance, including replacement of consumables/ supplies;

WHEREAS, RA 9184 or the Government Procurement Reform Act provides the use of Alternative Mode of Procurement specifically under **Section 50 – Direct Contracting**, where:

- a) those sold by an exclusive dealer or manufacturer which does not have sub-dealers selling at lower prices and for which no suitable substitute can be obtained at more advantageous terms to the government; and
- b) When the procurement of critical components from a specific supplier is a condition precedent to hold a contractor to guarantee its project performance, in accordance with the provisions of its contract;

WHEREAS, HID Global, the manufacturer of FARGO brand printers and supplies, has certified that Commerce Asia, Inc. is the exclusive authorized distributor and service center for Fargo products in the Philippines;

WHEREAS, after careful review and deliberation, the Committee decided to recommend and declare Commerce Asia, Inc. as the exclusive authorized distributor and service center for FARGO products in the Philippines;

NOW, THEREFORE, We, the Members of the Bids & Awards Committee, hereby RESOLVE as it is hereby RESOLVED to recommend and declare **Commerce Asia, Inc.** as the **Exclusive Authorized Distributor and Service Center** for FARGO products in the Philippines.

RESOLVED, at the Conference Room of the Vice Chancellor for Administration, this 7th day of February 2020.

Jessica K. Cariño
 For **JESSICA K. CARIÑO**
 Chair, Bids and Awards Committee

Jose O. Dacanay III
SANTOS JOSE O. DACANAY III
 Vice Chair

Jocelyn R. Rafanan
JOCELYN R. RAFANAN
 Member

Arellano A. Colongon, Jr.
ARELLANO A. COLONGON, JR.
 Member

Gloria Q. Rodriguera
GLORIA Q. RODRIGUERA
 Member

Action of the Head of Procuring Entity (HoPe): APPROVED

Raymundo D. Rovillos
RAYMUNDO D. ROVILLOS
 Chancellor

CERTIFIED TRUE COPY
 OF THE ORIGINAL
Brian D. Lumanog

SECRETARY

 MANAGEMENT OFFICE (SP/MS)
 U.P. BAGUIO



UNIVERSITY OF THE PHILIPPINES BAGUIO

Supply & Property Management Office
Governor Pack Road, Baguio City
VAT Reg. TIN: 000-864-006-00007

PURCHASE ORDER
Office of the University Registrar

Supplier :	Commerce Asia, Inc. (GMP Philippines)	PO No.:	SPMO-GF-20-12-317 (2020-12-1657)
Address :	2/F Vazquez-Madrigal Plaza 51 Annapolis St., San Juan City, Metro Manila	Date:	15-Dec-2020
Telephone No.:	(02) 8726-4030/ (02) 8722-1906	Mode of Procurement:	Direct Contracting
E-mail:	imerina@commerceasia.com.ph/ pnoasco@commerceasia.com.ph	PR No.:	13776
TIN :	002-286-284-000		

Gentlemen:
Please furnish this Office the following articles subject to the terms and conditions contained herein:

Place of Delivery:	<u>Supply and Property Management Office (SPMO), UP Baguio</u>	Delivery Term:	<u>F.O.B. - Destination (UP Baguio)</u>
Contact Person:	<u>Brian D. Lumague</u>	Payment Term:	<u>20 calendar days</u>
Contact Address:	<u>Governor Pack Road, Baguio City</u>	Date of Delivery:	<u>15-30 calendar days after receipt of P.O.</u>
Contact #/ Email:	<u>(074) 442-3484/ bdlumague@up.edu.ph</u>		

Stock/ Property No.	Unit	Description	Qty.	Unit Cost	Amount
Consumables for the ID Printer of the OUR					
	roll	Film for ID Printer, HDP 5000 Film, 750's	2	9,660.00	19,320.00
	box	Ultracard NC, 30 mil. CR 80, 500's/box	3	4,260.00	12,780.00
	roll	YMCK Film for ID Printer, HDP 5000 YMCK, 500's	3	14,421.00	43,263.00
Nothing Follows					
BAC Resolution No. 2020-009					

(Total Amount in Words): **Seventy Five Thousand Three Hundred Sixty Three Pesos** P 75,363.00

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 every day of delay shall be imposed on the undelivered item/s.

Very truly yours,

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CORAZON L. ABANSI
Vice Chancellor for Academic Affairs

Conforme: *imerina*
IMERINA
Signature over Printed Name of Supplier
Date: 1.25.2021

Fund Cluster:	<u>01 101101</u> <u>OUR</u>	ORS/BURS No.:	<u>02-10101-2020-17-1327</u>
Funds Available:		Date of the	
		Amount:	<u>75,363.00</u>
<u>DEC 2 2020</u> CECILE G. DANGAWEN Chief, Accounting Office		SUPPLY & PROPERTY RECEIVED JAN 14 2021	