



UNIVERSITY OF THE PHILIPPINES BAGUIO

Governor Pack Road, Baguio City, Benguet, CAR, PH
 VAT Reg. TIN: 000-864-006-00007

PURCHASE ORDER

College of Social Sciences

Supplier	: XWORKS SALES & SERVICES, INC.	P.O. No.	: SPMO.TF.22.05.082 (2605)
Address	: Suite 602 National Life Bldg. 110 Session Road, Baguio City	Date	: 12 May, 2022
Contact #/Email	: 74.442.6695	Mode of Procurement	: NP - Small Value Procurement
TIN	: 006-220-822-000	PR No.	: 14485

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

Place of Delivery	: Supply & Property Management Office, UP Baguio	Delivery Term	: FOB -Destination
Contact Person	: James Benedict E. Bagsic	Payment Term	: 30 calendar days
Contact Address	: Governor Pack Road, Baguio City, PH	Date of Delivery	: 30 calendar days
Contact #/Email	: 074.442.3484 / spmo.upbaguio@up.edu.ph		: upon receipt of Purchase Order

STOCK/ PROPERTY NO.	UNIT	DESCRIPTION	QTY	UNIT COST	AMOUNT
	unit	Copier/Printer/Scanner, Canon IR2006N	1	79,995.00	79,995.00
-*** Nothing Follows ***-					
Canvass no. PC22.04.079					

(Total Amount in Words): **Seventy Nine Thousand Nine Hundred Ninety Five Pesos** **79,995.00**

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

Conforme:

Very truly yours,

 Signature over Printed name of supplier

 5/18/22
 Date

 Signature over Printed Name of Authorized Official

Dean, College of Social Sciences
 Designation

Funds Cluster	: 07 308603 UGTFI CSS	ORS/BURS No.	: 06-308603-2022-05-266
Funds Available	:	Date of the ORS/BURS	: 05-16, 2022
	CECILE G. DANGAWEN Chief, Accounting Office	MAY 16 2022	Amount : 79,995.00

MAY 17 2022



Republic of the Philippines
UNIVERSITY OF THE PHILIPPINES BAGUIO
 Governor Pack Road, Baguio City 2600
 Telefax No. 442-3888/442-3484
www.upb.edu.ph

Notice to Proceed

12 May, 2022

WORLY JIMENEZ
 Operations Manager
XWORKS SALES & SERVICES, INC.
 Suite 602 National Life Bldg. 110 Session Road, Baguio City
 Tel. No: 74.442.6695

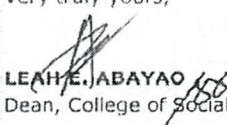
Dear Mr. **JIMENEZ**:

Notice is hereby given to XWORKS SALES & SERVICES, INC., represented by its Operations Manager, WORLY JIMENEZ that work may commence on the Supply and Delivery of IT Equipment for College of Social Sciences effective on _____ or _____ calendar day/s after the receipt of this notice.

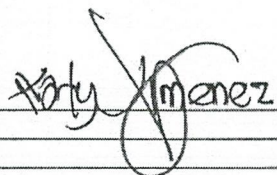
Upon receipt of this notice, you are responsible for performing the services under the terms and condition of the agreement and in accordance with the implementation schedule.

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,


LEAH E. ABAYAO
 Dean, College of Social Sciences

I acknowledge receipt of this Notice on:
 Name of Representative of Bidder:
 Authorized Signature:

 - 5/19/22