



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

June 13, 2022

Beth Molano
 Authorized Representative
Unique Printing Press
 27 Legarda Rd., cor. M.H. Del Pilar St., Baguio City
 (074) 442-4209

Dear Ms. Molano:

Notice is hereby given to Unique Printing Press represented by its *Authorized Representative, Beth Molano*, that work may commence on the **Printing of Student Jacket and Final Grade Form** effective on JUN 23 2022 or _____ day/s after the receipt of this notice.


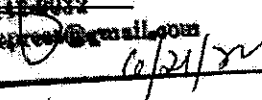
Upon receipt of this notice, you are responsible for performing the services under the terms and conditions of the Agreement and in accordance with the Implementation Schedule.

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,


ROSEMARY M. GUTIERREZ
 Vice Chancellor for Academic Affairs

Conforme:

 **UNIQUE PRINTING PRESS**
 # 27 Legarda Road Cor. M.H. Del Pilar
 Street, Baguio City
 PIN: 022-210-935-938
 Date: Tel. No. (074) 442-4209; 442-3447
 Fax No. (074) 442-3447
 EMAIL: uniquepress@gmail.com
 By:  6/21/22



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: Unique Printing Press
Address: 27 Legarda Rd., cor. M.H. Del Pilar St., Baguio City
Telephone No.: (074) 442-4209
E-mail: uniquepress@gmail.com
TIN: 922-210-235-003
PO No.: SPMO-GF-22-06-111 (2652)
Date: 13-Jun-2022
Mode of Procurement: NP - Small Value Procurement
PR No.: 16314, 16316

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

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

Table with 6 columns: Stock/Property No., Unit, Description, Qty., Unit Cost, Amount. Includes items for printing services and a total amount of P 55,000.00.

(Total Amount in Words): Fifty Five Thousand Pesos P 55,000.00

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

Very truly yours,

Conforme:

Signature of Rogelio Abar Jr.
Printed Name of Supplier: Rogelio Abar Jr.
Date: JUN 23 2022

Signature of Rosemary M. Gutierrez
Vice Chancellor for Academic Affairs

Fund Cluster: 01 101101 OUR
Funds Available:
Signature of Cecile G. Dangawen
Chief, Accounting Office
UP BAGUIO

ORS/BURS No.: 02-101101-2022-06-497
Date of the ORS/BURS: 06-16-2022
Amount: 55,000 -
JUN 16 2022