



# UNIVERSITY OF THE PHILIPPINES BAGUIO

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

## PURCHASE ORDER

University Library

Supplier	: METASYSTEMS DEVELOPMENT, INCORPORATED	P.O. No.	: SPMO.GF.22.06.131 (2704)
Address	: 4/F Metasystems Bldg, #2 Acacia Lane Shaw Blvd., Mandaluyong City	Date	: 30 June, 2022
Contact #/Email	: 02.534.2136	Mode of Procurement	: NP - Small Value Procurement
TIN	: 000-094-229-000	PR No.	: 16599

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	: COD
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
	lot	Supply of Power Input Module, Power Supply, and Offsite service (distributor service center) based on initial assessment. In case other parts needed, it will be billed separately, Inclusive of Offsite Service Fees and Pullout and Return of the unit  -xxx Nothing Follows xxx-	1	61,000.00	61,000.00
		Canvass no. PC22.06.153			

(Total Amount in Words): Sixty One Thousand Pesos

61,000.00

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

Conforme:

Very truly yours,

*Emma*  
ELLEN CULOT

Signature over printed name of supplier

July 12, 2022

Date

*Rosemary M. Gutierrez*  
ROSEMARY M. GUTIERREZ

Signature over Printed Name of Authorized Official

Vice Chancellor for Academic Affairs

Designation

Funds Cluster : 01 101101 Library

ORS/BURS No. : 02-101101-2022-07-573

Funds Available : *Magno*

Date of the ORS/BURS : 07-08-2022

CECILE S. DANGAWEN

Chief, Accounting Office

JUL 11 2022

Amount : 61,000 -



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](http://www.upb.edu.ph)

**Notice to Proceed**

30 June, 2022

**ELLEN CULOT**

Sr. Systems Consultant

**METASYSTEMS DEVELOPMENT, INCORPORATED**

4/F Metasystems Bldg, #2 Acacia Lane Shaw Blvd., Mandaluyong City

Tel. No: 02.534.2136

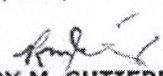
Dear Ms. **CULOT**:

Notice is hereby given to METASYSTEMS DEVELOPMENT, INCORPORATED, represented by its Sr. Systems Consultant, ELLEN CULOT that work may commence on the Supply of Labor and Materials for Digitization Equipment Repair for the University Library 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,

  
**ROSEMARY M. GUTIERREZ**  
Vice Chancellor for Academic Affairs

I acknowledge receipt of this Notice on:

Name of Representative of Bidder:

Authorized Signature:

July 12, 2022

ELLEN CULOT

