



UNIVERSITY OF THE PHILIPPINES BAGUIO

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

PURCHASE ORDER
College of Arts and Communication

Supplier	: HEXACOM ENTERPRISES	P.O. No.	: SPMO.GF.22.07.139 (2722)
Address	: Sta# No. 1 Adivay Bldg., 22 Bonifacio Street, Baguio City	Date	: 05 July, 2022
Contact #/Email	: 74.442.0198	Mode of Procurement	: NP - Small Value Procurement
TIN	: 941-765-748-000	PR No.	: 16675

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
	un	1TB EXTERNAL PORTABLE SSD, Sandisk	3	8,650.00	25,950.00
-xxx Nothing Follows xxx-					
Canvass no. PC22.06.163 (2570)					

(Total Amount in Words): Twenty Five Thousand Nine Hundred Fifty Pesos **25,950.00**

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,

Hexacom Enterprises

JIMMY B. FONG

Signature over Printed Name of Supplier
 No. 1 Adivay Bldg., Bonifacio St., Baguio City

Signature over Printed Name of Authorized Official
Dean, College of Arts and Communication
 Designation

TeleFax: (074) 442-0198
 Date: 7/21/2022

Funds Cluster	: 01 101101	ORS/BURS No.:	: 02-101101-2022-07-599
Funds Available	:	Date of the ORS/BURS	:
 CECILE B. DANSAWAN Chief, Accounting Office		Amount:	: 25,950 -



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

05 July, 2022

MALOU YUSONGCO
 Sales Executive
HEXACOM ENTERPRISES
 Stall No. 1 Adivay Bldg., 22 Bonifacio Street, Baguio City
 Tel. No: 74.442.0198

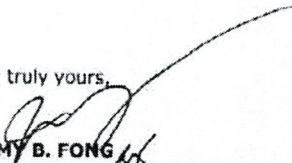
Dear Ms. **YUSONGCO**:

Notice is hereby given to HEXACOM ENTERPRISES, represented by its Sales Executive, MALOU YUSONGCO that work may commence on the Supply and Delivery of IT Accessories for College of Arts and Communication effective on _____ or _____ calendar day/s after the receipt of this notice.

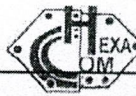
Upon receipt of this notice, you are responsible for performing the services under the terms and condition of the agreement and in accordance with the implementation schedule.


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,


JIMMY B. FONG
 Dean, College of Arts and Communication

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




Enterprises

No. 1 Adivay Bldg., Bonifacio St., Baguio City
 TeleFax: (074) 442-0198

7/22/2022