



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

August 11, 2022

Gladys T. Maximo

Proprietor

SDS Multimedia Services

B-39A, Abating Bldg., Km. 5, Betag, La Trinidad, Benguet
(0998) 196-5443


Dear Ms. Maximo:

Notice is hereby given to SDS Multimedia Services represented by its *Proprietor, Gladys T. Maximo*, that work may commence on the **Pre-recorded videos for the Module Preparation for the Laboratory Component of various courses in the Biology Department of the College of Science** 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,


ROSEMARY M. GUTIERREZ
Vice Chancellor for Academic Affairs

Conforme:



GLADYS T. MAXIMO

(Name of Representative of Bidder)

Date: 5 Sept 2022



UNIVERSITY OF THE PHILIPPINES BAGUIO

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

PURCHASE ORDER
College of Science

Supplier: SDS Multimedia Services
Address: B-39A, Abating Bldg., Km. 5, Betag, La Trinidad, Benguet
Telephone No.: (0998) 196-5443
E-mail: sdsmultimedia2005@gmail.com
TIN: 303-370-448-000
PO No.: SPMO-GF-22-08-175 (2791)
Date: 12-Aug-2022
Mode of Procurement: NP - Small Value Procurement
PR No.: 16589

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: 60 calendar days after receipt of P.O.

Table with 5 columns: Stock/Property No., Unit, Description, Qty., Unit Cost, Amount. Row 1: lot, Pre-recorded videos for the Module Preparation for the Laboratory Component of various courses in the Biology Department of the College of Science, 1, P 439,000.00, P 439,000.00. Includes Scope of Work and SERVICE PROVIDER details.

(Total Amount in Words): Four Hundred Thirty Nine Thousand Pesos P 439,000.00

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.

Conforme: GLADYST T. MAXIMO
Signature over Printed Name of Supplier
26 Aug 2022
Date
Very truly yours, ROSEMARY M. GUTIERREZ
Vice Chancellor for Academic Affairs

Fund Cluster: 01 101101 C/S- LMS
Funds Available:
ORS/BURS No.: 02-102101-2022-08-06
Date of the ORS/BURS: 08-15-2022
Amount: 439,000
CECLE G. DANGAWEN
Chief, Accounting Office
AUG 19 2022
AUG 16 2022

MANAG. MENTORING (SPMO)
UP BAGUIO



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 of Award

August 10, 2022

Gladys T. Maximo

Proprietor

SDS Multimedia Services

B-39A, Abating Bldg., Km. 5, Betag, La Trinidad, Benguet
(0998) 196-5443

Dear Ms. Maximo:

We are happy to notify you that your bid for the execution for the **Pre-recorded videos for the Module Preparation for the Laboratory Component of various courses in the Biology Department of the College of Science** under Abstract of Quotations No. *PC-22-07-181* dated July 22, 2022 is hereby awarded to you at a contract price equivalent to ***Four Hundred Thirty Nine Thousand Pesos (Php 439,000.00)***.

You are hereby required to enter into the contract within ten (10) calendar days upon receipt of this Notice of Award.

Very truly yours,

CORAZON L. ABANSI

Chancellor

Conforme:

GLADYS T. MAXIMO

(Name of Representative of Bidder)

Date: 11 Aug 2022