



UNIVERSITY OF THE PHILIPPINES BAGUIO

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

Purchase Order

UPB Supply and Property Management Office

Supplier: TSB BAZAAR	P.O. No.: SPMO.GF.22.08.158
Address: #49-50 Magsaysay Avenue, Baguio City	Date: August 2, 2022
Contact#/Email: 074-619-2911	Mode of Procurement: Shopping (B)
TIN: 144-435-431-000	PR No.: 16900;16865

Supplier:	
Please furnish this office the following articles subjects to the terms and conditions contained herein:	
Place of Delivery: SPMO - UP Baguio	Delivery Term: F.O.B. Destination
Contact Person: Cyril Jhan G. Tip-ac	Payment Term: 30 Days
Contact Address: Governor Pack Road, Baguio City	Date of Delivery: 30 calendar days upon receipt of P.O.
Contact#/Email: 074-442-3484/cgtipac@up.edu.ph	

Stock/ Property No.	Unit	Description	Qty	Unit Cost	Amount
Office Supplies					
	rol	Plastic cover, gauge#6	1	P 1,865.00	P 1,865.00
	pck	A4 photo paper, glossy, 180 gsm (20's)	5	P 51.25	P 256.25
Nothing Follows					
Canvass no. PC 22.07.188					
Two Thousand One Hundred Twenty One Pesos and Twenty Five Centavos Only					P 2,121.25

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

Conforme: _____ Signature over Printed Name of Supplier	Very truly yours _____ Signature over Printed Name of Authorized Official Vice Chancellor for Academic Affairs _____ Designation
_____ Date	_____ Date

Fund Cluster: 01 101101	ORS/BURS No.: 02-101101-2022-08-683
Funds Available:	Date of the ORS/BURS: 08-04-2022
_____ CECILE G. DANGAWEN Chief, Accounting Office	Amount: AUG 04 2022 2,121.25



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 2, 2022

Susan Galos
Sales Representative
TSB BAZAAR

#49-50 Magsaysay Avenue, Baguio City
074-619-2911


Dear Ms. Galos:

Notice is hereby given to TSB BAZAAR represented by its Sales Representative, Susan Galos, that work may commence on the Furnishing and Delivery of Office Supplies for the University of the Philippines Baguio effective on 8/9/22 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

I acknowledge receipt of this Notice on 8/9/22

Name of Representative of Bidder: _____

Authorized Signature: MAM TIA UMANOS
