



Republic of the Philippines  
**University of the Philippines Baguio**  
Governor Pack Road, Baguio City  
Telefax No. 442-3888/442-3484  
[www.upb.edu.ph](http://www.upb.edu.ph)

**Notice to Proceed**

July 14, 2022

**Melvin G. Tejada**  
Chief Operating Officer  
**JACS Enterprises**  
District 4, Bayombong, Nueva Vizcaya  
(0935) 217-4355

Dear Mr. Tejada:

Notice is hereby given to JACS Enterprises represented by its *Chief Operating Officer, Melvin G. Tejada*, that work may commence on the **Fire Extinguisher Refill Services** 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:

  
\_\_\_\_\_  
(Name of Representative of Bidder)

Date: 07-20-22



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 Vice Chancellor for Administration

Supplier: JACS Enterprises
Address: District 4, Bayombong, Nueva Vizcaya
Telephone No: (0935) 217-4355
E-mail: jacsenterprises123@gmail.com
TIN: 417-512-808-000
PO No: SPMO-GF-22-07-144 (2734)
Date: 14-Jul-2022
Mode of Procurement: NP - Small Value Procurement
PR No: 1692B

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) 442-3494 / bdlumague@up.edu.ph
Delivery Term: E.O.B. - Destination (UP Baguio)
Payment Term: 30 calendar days
Date of Delivery: 15 calendar days after receipt of P.O.

Table with 6 columns: Stock/Property No., Unit, Description, Qty, Unit Cost, Amount. Row 1: Fire Extinguisher Refill Services. Row 2: Fire extinguisher refill services (dry chemical), 10lbs, Firenet Brand with 2-years warranty. Qty: 164, Unit Cost: P 440.00, Amount: P 72,160.00. Includes scope of work and 'Nothing Follows'.

(Total Amount in Words): Seventy Two Thousand One Hundred Sixty Pesos P 72,160.00

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,
Signature of Rosemary M. Gutierrez, Vice Chancellor for Academic Affairs.
Signature of Joice Teles, Supplier, dated 07-20-22.

Fund Cluster: 01 101101 MKCO
Funds Available:
ORs/BURS No: 02-101101-2022-07-005
Date of the ORs/BURS: 07-15-2022
Amount: 72,160.00
Signature of Cecily G. Danawan, Chief, Accounting Office, dated JUL 19 2022.



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**Notice of Award**

July 13, 2022


**Melvin G. Tejada**  
Chief Operating Officer  
**JACS Enterprises**  
District 4, Bayombong, Nueva Vizcaya  
(0935) 217-4355

Dear Mr. Tejada:

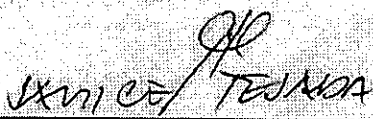
We are happy to notify you that your bid for the execution for the **Fire Extinguisher Refill Services** under Abstract of Quotations No. **PC-22-07-204** dated July 13, 2022 is hereby awarded to you at a contract price equivalent to **Seventy Two Thousand One Hundred Sixty Pesos (Php 72,160.00)**.

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

Very truly yours,

  
FOR **CORAZON L. ABANSI** DIC  
Chancellor

Conforme:

  
\_\_\_\_\_  
(Name of Representative of Bidder)

Date: 07-14-22