



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

July 04, 2022


Virginia T. Dollgas
General Manager
Easter Weaving Room, Inc.
Easter Road, Guisad, Baguio City
(074) 443-6724/ (074) 442-3638

Dear Ms. Dollgas:


We are happy to notify you that your bid for the execution for the **Supply and Delivery of Customized Face Masks as Tokens for UPB Graduating Students** under Abstract of Quotations No. **PC-22-07-184** dated July 04, 2022 is hereby awarded to you at a contract price equivalent to **Seventy Five Thousand Pesos (Php 75,000.00)**.

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:


Virginia T. Dollgas
Manager
(Name of Representative of Bidder)
Easter Weaving Room, Inc.

Date: July 4, 2022



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 Chancellor

Supplier:	<u>Easter Weaving Room, Inc.</u>	PO No:	<u>SPMO-TF-22-07-121 (2711)</u>
Address:	<u>Easter Road, Guisad, Baguio City</u>	Date:	<u>5-Jul-2022</u>
Telephone No:	<u>(074) 443-6724 / (074) 442-3638</u>	Mode of Procurement:	<u>NP - Small Value Procurement</u>
E-mail:	<u>info@easterweaving.com</u>	PR No:	<u>16770</u>
IN:	<u>000-712-734-000</u>		

Gentlemen:
 Please furnish this Office the following articles subject to the terms and conditions contained herein:

Place of Delivery:	<u>Supply and Property Management Office (SPMO), UP Baguio</u>	Delivery Term:	<u>F.O.B. - Destination (UP Baguio)</u>
Contact Person:	<u>Brian D. Lumaque</u>	Payment Term:	<u>30 calendar days</u>
Contact Address:	<u>Governor Pack Road, Baguio City</u>	Date of Delivery:	<u>20 calendar days after receipt of P.O.</u>
Contact # / Email:	<u>(074) 442-3484 / bdlumaque@up.edu.ph</u>		

Stock/ Property No.	Unit	Description	Qty.	Unit Cost	Amount
		Supply and Delivery of Customized Face Masks as Tokens for UPB Graduating Students			
	pcs	Customized Face Mask made from UP Sablay cloth w/ embroidered "UP Baguio" label stitched in gold-colored thread; 375 pcs (180 pcs-medium size; 195 pcs-large size)	375	₱ 200.00	₱ 75,000.00
		Nothing Follows			
		<i>Canvass no. PC-22-07-184</i>			
Total Amount in Words: <i>Seventy Five Thousand Pesos</i>					₱ 75,000.00

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: *Virginia T. Dolgas*
Manager
Easter Weaving Room, Inc.
 Signature over Printed Name of Supplier
07-12-2022
 Date

Very truly yours,
Rosemary M. Gutierrez
ROSEMARY M. GUTIERREZ
 Vice Chancellor for Academic Affairs

Fund Cluster:	<u>07 308603</u>	<u>UGTFI - CAC, CC, CCS</u>	ORS/BURS No:	<u>02-308603-2022-07-425</u>
Funds Available:		<u>(FCM 2021-DAIR)</u>	Date of the ORS/BURS:	<u>07-05-2022</u>
			Amount:	<u>75,000-</u>
		<i>Cecile G. Dangawen</i> CECILE G. DANGAWEN Chief, Accounting Office	<u>JUL 08 2022</u>	<u>JUL 05 2022</u>



Republic of the Philippines
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Notice to Proceed

July 05, 2022

Virginia T. Doligas
 General Manager
Easter Weaving Room, Inc.
 Easter Road, Gulsad, Baguio City
 (074) 443-6724/ (074) 442-3638

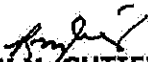
Dear Ms. Doligas:

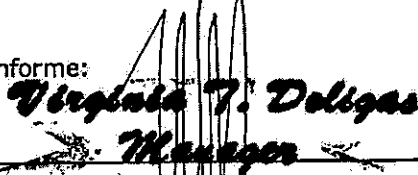
Notice is hereby given to Easter Weaving Room, Inc. represented by its *General Manager, Virginia T. Doligas*, that work may commence on the **Supply and Delivery of Customized Face Masks as Tokens for UPB Graduating Students** effective on _____ or _____ day/s after the receipt of this notice.

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:

Virginia T. Doligas
 Manager

(Name of Representative Bidder)
Easter Weaving Room, Inc.

Date: July 12, 2022