



# UNIVERSITY OF THE PHILIPPINES BAGUIO

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

## PURCHASE ORDER

Office of the Vice Chancellor for Administration

|                |   |                     |                              |
|----------------|---|---------------------|------------------------------|
| Supplier       | : <b>FILCRAFTERS INCORPORATED</b>   | P.O. No.            | : <u>SPMO.TF.22.12.230</u>   |
| Address        | : <u>484 G. Araneta Avenue, Brgy. Dona Imelda Quezon City, Metro Manila</u> | Date                | : <u>20 December, 2022</u>   |
| Contact#/Email | : <u>74.533.2656</u>  | Mode of Procurement | : <u>Competitive Bidding</u> |
| TIN            | : <u>008-139-574-000</u>  | PR No.              | : <u>17825</u>               |

Gentlemen:

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

|                   |   |                  |                              |
|-------------------|---|------------------|------------------------------|
| Place of Delivery | : <u>Supply &amp; Property Management Office, UP Baguio</u> | Delivery Term    | : <u>FOB -Destination</u>    |
| Contact Person    | : <u>James Benedict E. Bagsic</u>                           | Payment Term     | : <u>30 calendar days</u>    |
| Contact Address   | : <u>Governor Pack Road, Baguio City, PH</u>                | Date of Delivery | : <u>60 calendar days</u>    |
| Contact #/Email   | : <u>074.442.3484 / spmo.upbaguio@up.edu.ph</u>             |                  | : <u>upon receipt of NTP</u> |

| STOCK/<br>PROPERTY NO. | UNIT | DESCRIPTION   | QTY | UNIT COST  | AMOUNT     |
|------------------------|------|---|-----|------------|------------|
|                        | lot  | <b>Supply, Delivery and Installation of Partitions with Tables</b>                          | 1   | 473,375.00 | 473,375.00 |
|                        |      | <b>Office of the Chancellor:</b>  |     |            |            |
|                        |      | Laminated Glass Partition (3 pcs), 42 mm thickness, 135 (h) x 120 (w) cm, aluminum endtrims |     |            |            |
|                        |      | Laminated Glass Partition (3 pcs), 42 mm thickness, 135 (h) x 60 (w) cm, aluminum endtrims  |     |            |            |
|                        |      | Laminated Glass Partition (1 pc), 42 mm thickness, 135 (h) x 150 (w) cm, aluminum endtrims  |     |            |            |
|                        |      | Laminated Glass Partition (1 pc), 42 mm thickness, 150 (h) x 150 (w) cm, aluminum endtrims  |     |            |            |
|                        |      | Laminated Glass Partition (1 pc), 42 mm thickness, 150 (h) x 60 (w) cm, aluminum endtrims   |     |            |            |
|                        |      | Free Standing Table (1 pc), 120 cm x 60 cm  |     |            |            |
|                        |      | <b>Office of the Vice Chancellor for Administration:</b>                                    |     |            |            |
|                        |      | Laminated Glass Partition (2 pcs), 42 mm thickness, 135 (h) x 130 (w) cm, aluminum endtrims |     |            |            |
|                        |      | Laminated Glass Partition (2 pcs), 42 mm thickness, 135 (h) x 60 (w) cm, aluminum endtrims  |     |            |            |
|                        |      | Laminated Glass Partition (1 pc), 42 mm thickness, 105 (h) x 150 (w) cm, aluminum endtrims  |     |            |            |
|                        |      | Laminated Glass Partition (2 pcs), 42 mm thickness, 105 (h) x 60 (w) cm, aluminum endtrims  |     |            |            |
|                        |      | Electronic Adj Table (2 pcs), 130 cm x 60 cm  |     |            |            |
|                        |      | Free Standing Side Table (2 pcs), 70 cm x 60 cm   |     |            |            |
|                        |      | Table Top (1 pc), 140 cm x 60 cm  |     |            |            |
|                        |      | Side Table Top (1 pc), 90 cm x 45 cm  |     |            |            |
|                        |      | Counter Top (1 pc), 149 cm x 40 cm  |     |            |            |
|                        |      | <b>Office of the Vice Chancellor for Academic Affairs:</b>                                  |     |            |            |
|                        |      | Laminated Glass Partition (2 pcs), 42 mm thickness, 135 (h) x 140 (w) cm, aluminum endtrims |     |            |            |
|                        |      | Laminated Glass Partition (4 pcs), 42 mm thickness, 135 (h) x 70 (w) cm, aluminum endtrims  |     |            |            |
|                        |      | Laminated Glass Partition (1 pc), 42 mm thickness, 135 (h) x 140 (w) cm, aluminum endtrims  |     |            |            |

| STOCK/<br>PROPERTY NO. | UNIT | DESCRIPTION  | QTY | UNIT COST | AMOUNT |
|------------------------|------|--|-----|-----------|--------|
|                        |      | Laminated Glass Partition (1 pc), 42 mm thickness, 105 (h) x 150 (w) cm, aluminum endtrims   |     |           |        |
|                        |      | Laminated Glass Partition (2 pcs), 42 mm thickness, 105 (h) x 60 (w) cm, aluminum endtrims   |     |           |        |
|                        |      | Table Top (1 pc), 140 cm x 60 cm   |     |           |        |
|                        |      | Side Table Top (1 pc), 90 cm x 45 cm   |     |           |        |
|                        |      | Counter Top (1 pc), 149 cm x 40 cm   |     |           |        |
|                        |      | Couch (1 pc), 2 Seaters  |     |           |        |
|                        |      | <b>Office of the Chancellor - Legal Office:</b><br>Laminated Glass Partition (4 pcs), 42 mm thickness, 135 (h) x 120 (w) cm, aluminum endtrims |     |           |        |
|                        |      | Laminated Glass Partition (4 pcs), 42 mm thickness, 135 (h) x 60 (w) cm, aluminum endtrims   |     |           |        |
|                        |      | Electronic Adj Table (4 pcs), 120 cm x 60 cm   |     |           |        |
|                        |      | Free Standing Side Table (4 pcs), 90 cm x 45 cm  |     |           |        |
|                        |      | <b>-xxx Nothing Follows xxx-</b>   |     |           |        |

(Total Amount in Words): Four Hundred Seventy Three Thousand Three Hundred Seventy Five Pesos **473,375.00**

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,

*MA. ANTONETA CEDENO*  
Signature over printed name of supplier

*CORAZON L. ABANSI*  
Signature over Printed Name of Authorized Official

Date

**Chancellor**  
Designation

Funds Cluster : 07 308603UGTFI CU (FCM 2021 -  
Funds Available : *0412*  
**CECILE G. DANGAWEN**  
Chief Accounting Office

ORS/BURS No. : *DG-308603-2023-01-23*  
Date of the ORS/BURS : *01-20-2023*  
Amount : *473,375-*