



Republic of the Philippines
DEPARTMENT OF EDUCATION
Cordillera Administrative Region
DIVISION OF BAGUIO CITY
DOÑA AURORA NATIONAL HIGH SCHOOL
Malvar St. Aurora Hill, Baguio City



NOTICE OF AWARD

July 4, 2025

Infoworx Inc.

3B West Burnham Place Condominium,
Kisad Rd., Baguio City

Dear Madam/Sir:

This refers to our award of contract to your price quotation and proposal for Semi – expandable items in the amount of PHILIPPINE Peso **Two Hundred Eighty-Seven Thousand Three Hundred Eighty-Two pesos (Php 287, 382)** inclusive of appropriate taxes and fees, has been accepted.

Should you agree with the award of the contract, please acknowledge receipt and acceptance of this notice by signing at the portion provided below. Keep a copy and return the original copy to this office at the soonest.

Thank you.

Very truly yours,


RIONA E. COPILING
School Head

CONFORME:



(Signature over Printed Name)

July 4, 2025
(Date)



PURCHASE ORDER

Department of Education
Cordillera Administrative Region
DIVISION OF BAGUIO CITY



DOÑA AURORA NATIONAL HIGH SCHOOL

Upper Malvar St., Aurora Hill Proper, Baguio City

Supplier: Infoworx Inc.
3B West Burnham Place Condominium,
Address: Kisad Rd., Baguio City
TIN: 004-845-988-007

P.O. No.: 2025-07-024
Date: July 7, 2025
Mode of Procurement: CHEQUE

Gentlemen:

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

Place of Delivery: Doña Aurora National High School
Date of Delivery: on or before July 18, 2025

Delivery Term: ___/___ Pick-up
Payment Term: ___ Cheque

| Stock / Property No. | Unit | Description | Quantity | Unit Cost | Amount |
|----------------------|---------|---|----------|---------------|----------------|
| 1 | pc | 4 in 1 w/ ADF Wireless Printer | 18 | PHP 13,799.00 | PHP 248,382.00 |
| 2 | package | Computer Desktop Specs: Asus MB B550M- A Prime 16gb DDR 4 memory 512GB SSD 4GB Galaxy GT730 Frontier Aventus MID700 LG 23.8" IPS 24MP Monitor Keyboard, mouse, AVR AMD Ryzen 7 3700X | 1 | PHP 39,000.00 | PHP 39,000.00 |

TOTAL

PHP 287,382.00

Two Hundred Eighty-Seven Thousand Three Hundred Eighty-Two pesos (Php 287, 382)

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 items.

Conforme: *Winston Enrico*
Signature over Printed Name of Supplier
07/07/25
Date

Very truly yours,
Riona Copiling
Signature over Printed Name of Authorized Official
School Head

Fund Cluster: _____
Funds Available: _____

Cherish R. Posadas
Cherish R. Posadas
Bookkeeper

ORS / BURS No.: _____
Date of the ORS / BURS: _____
Amount: _____



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DOÑA AURORA NATIONAL HIGH SCHOOL
Malvar St. Aurora Hill, Baguio City



NOTICE TO PROCEED

July 8, 2025

Infoworx Inc.

3B West Burnham Place Condominium,
Kisad Rd., Baguio City

Dear Madam/Sir:

This refers to our award of contract to your price quotation and proposal for the procurement of semi – expandable items in the amount of PHILIPPINE Peso **Two Hundred Eighty-Seven Thousand Three Hundred Eighty-Two pesos (Php 287, 382)** inclusive of appropriate taxes and fees, has been accepted.

In relation thereto, notice is hereby given to your company that the implementation of the said project shall commence immediately. You are expected to perform the terms and conditions stipulated in the attached contract.

Please acknowledge receipt and acceptance of this notice by signing at the portion provided below of both copies. Keep one copy and return the other to this office at the soonest.

Thank you.

Very truly yours,


RIONA B. COPILING
School Head

CONFORME:


(Signature over Printed Name)

July 8, 2025
(Date)