



Republic of the Philippines
Benguet State University
2601 La Trinidad, Benguet



Office of the University President

NOTICE TO PROCEED

MR. WINSLEY ENRICO

Authorized Representative

INFOWORX INC.

3B West Burnham Place Condominium,

Kisad Road, Baguio City

Contact No: (074)-446-1629 / 074-446-1630

Dear Mr. Enrico:

The attached Contract Agreement having been approved, notice is hereby given to your firm to start the Supply and Delivery of items 1 & 3 under the **RFQ 2025-1240**, for upon receipt of this notice.

In this connection, please coordinate with Supply Property Management Office (SPMO) who will supervise and monitor the performance and the progress of your delivery.

You shall comply with the terms and conditions of the Agreement 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.

Very truly yours,


KENNETH ALIP LARUAN
University President

I acknowledge receipt of this Notice on OCTOBER 25, 2025

Name of the Representative of the Bidder WINSLEY O. ENRICO

Authorized Signature 

Email: president@bsu.edu.ph

Website: www.bsu.edu.ph

Tel. No.: +63-974-4222-281

FB Page: BSU- Office of the President



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PURCHASE ORDER

Supplier:	Infoworx Inc.	P.O No.:	2025-10-161-428
Address:	Baguio City	Date:	10/17
TIN:		Mode of Procurement:	SVP
		PR No.:	2025-08-1201;2025-06-1029;2025-06-1041;2025-07-1089

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

Place of Delivery:	BSU-SPMO	Delivery Term:	FOB DESTINATION
Date of Delivery:	30 days upon receipt of NTP	Payment Term:	Within 30 days

Item no.	Unit	Description	QTY	Unit Cost	Amount	End-user
1	Unit	14" LAPTOP ASUS X1404VA-EB141 CORE 5-12OU ;16GB;512GB;SSD 14"; Share- Win 11 H&S+ m365 with ethernet adapter, wireless mouse, and 16gb flash drive; one year warranty	1	35,410.00	35,410.00	CS-SOILS SCIENCE/ COARDC
3	Unit	15.6" LAPTOP Computer ACER AL 15-72P-59YM IS-13500H;16GB;512GB;15.6; WIN 11 With H&S 0365 with ethernet adapter, universal adapter, wireless, mouse, and 16gb flashdrive; one year warranty	1	35,060.00	35,060.00	NSTP
		XXXXXX				
TOTAL					70,470.00	

(Total Amount in Words) **Seventy Thousand Four Hundred Seventy Pesos Only**

In case of failure to make the full delivery within 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:

WINSLEY O. ENRICO

Signature over Printed Name of Supplier

OCTOBER 25, 2024

Date

KENNETH ALIP LARUAN

University President

Fund Cluster:		ORS/BURS No.:	2025-10-1428
Funds Available:	NSTP	Date of the ORS/BURS:	OCT 21 2025
	IMELDA B. GALINATO Accountant IV	Amount:	70,470.00 05706441

Page 1 of 1