


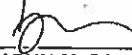


|  |                       |  |                          |  |                        |
|--|-----------------------|--|--------------------------|--|------------------------|
| DFEJERAN1 SST  |                       |  <b>PURCHASE ORDER</b><br><b>GUAM POWER AUTHORITY</b><br>ATURIDÁT ILEKTRESEDÁT GUÁHAN<br>P.O. Box 2977<br>Hagatna, Guam 96932<br><b>TELEPHONE: (671) 648-3054/5</b><br><b>FAX: (671) 648-3165</b> |                          | THIS PURCHASE ORDER NUMBER<br><b>NO: 29666 OP</b><br>MUST APPEAR ON ALL INVOICES.<br>PACKING SLIPS, PACKAGES, B/L,<br>CORRESPONDENCE, ETC.         |                        |
|                                 |                       | PO DATE<br>11/1/2021   |                          | JOB ORDER NO./OBJ<br>31900.935000.32   |                        |
|  |                       |  |                          |  |                        |
| <b>VENDOR</b><br>VERTEX INC<br>1041 OLD CASSATT RD<br>BERWYN, PA 19312<br>TEL: 610 640-4200<br>FAX: 610 640-5892 |                       | <b>VENDOR</b><br>11509   |                          | <b>RECEIVING SECTION:</b><br>GUAM POWER AUTHORITY<br>P.O. BOX 2977<br>HAGATNA, GUAM 96932<br>TELEPHONE: (671) 648-3054/5<br>Information Technology |                        |
| <b>AUTHORITY</b><br>3112   | <b>INVITATION NO.</b> | <b>CONTRACT NO.</b>  | <b>TIME FOR DELIVERY</b> | <b>TIME OF COMPLETION/EXPIRATION</b><br>09/30/2022   | <b>DISCOUNT TERMS:</b> |

| DESCRIPTION / SUPPLIER ITEM   | QUANTITY | UNIT | UNIT PRICE | AMOUNT      | DOCUMENT NUMBER    |
|---|----------|------|------------|-------------|--------------------|
| Maint of Office Equipment<br><br>***** FOR INTERNAL PURPOSES ONLY *****<br><br>To provide the Guam Power Authority, Information Technology Department with Payroll Tax Software License and Maintenance Fee renewal to support Payroll Tax Table Services. Commencement shall be October 01, 2021 and expires September 30, 2022 or upon exhaustion of funds, whichever occurs first.<br><br>Product: Payroll Tax Q Series Solution Service Agreement:<br>Service Agreement: SA31433<br>Renewal Period: 10/01/2021 - 09/30/2022<br>Account No.: 10153000 Invoice Number: 4223393<br>Date: August 17, 2021<br>Account Total Renewal: \$11,862.00<br><br>Ref.: PO# 28674 FY2021 |          | L    |            | \$11,862.00 | 35564 OR 11/1/2021 |
| REVIEWED BY:  11/18/2021<br>JAMIE LYNN C. PANGELINAN Date<br>Supply Management Administrator   |          |      |            |             |                    |
| Page 1 of 1   |          |      |            |             |                    |

|   |  |  |   |
|---|--|--|---|
| <b>INSTRUCTIONS TO VENDOR:</b><br>SEND CERTIFIED ORIGINAL AND THREE (3) COPIES OF INVOICE TO GUAM POWER AUTHORITY, PO BOX 2977 HAGATNA, GUAM 96932<br>PAYMENT UPON RECEIPT OF MERCHANDISE IN GUAM IN GOOD CONDITION |  | <b>\$11,862.00</b><br><br><b>TOTAL</b>   | << DO NOT FILL THIS ORDER<br>IF YOUR TOTAL COST<br>EXCEEDS THIS TOTAL |
| ACKNOWLEDGED BY: _____ DATE: _____<br>SIGNATURE OF VENDOR<br>RETURN TO PROCUREMENT DIVISION VIA FACSIMILE AT (671) 648-3165   |  | SIGNATURE:  for _____ 11/18/2021<br>JOHN M. BENAVENTE, P.E., General Manager Date<br>Delegated Authority |   |



# GUAM POWER AUTHORITY

ATURIDÁT ILEKTRESEDÁT GUÅHAN  
P.O.BOX 2977 • HAGÁTÑA, GUAM U.S.A. 96932-2977

November 1, 2021

## INTEROFFICE MEMORANDUM

TO: File

FROM: Buyer II

SUBJECT: Request for Sole Source Procurement and Determination  
Reference: Requisition No.: **35564** dated: **October 01, 2021**

Based on our review of this document, the sole source method of procurement is justified as follows:

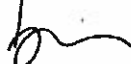
- ☒ Direct to
  - ☐ Publisher;
  - ☐ Only source available at the time the materials/services are needed;
  - ☒ Only distributor/agent.
- ☐ Local solicitations are negative; ☐ No Bid; ☐ No Response
- ☐ Federal Contract Procurement.
- ☐ Award was based on the compatibility and replacement of parts.
- ☐ Items, equipment or materials are standard and uniform to the government.
- ☐ Other(s):

In view of the above, we have determined that the request by IT Division for the procurement of **Payroll Tax Software License and Maintenance Fee Renewal** has met the test for sole source as stated in Section 3112 of the Guam Administrative Rules and Regulations (Authority Codes). Therefore, this sole source procurement is in the best interest of the Government of Guam and the taxpayers of Guam.

CONCURRED:  11/18/2021  
Jamie Lynn C. Pangelinan Date  
Supply Management Administrator

Submitted By:   
Dawn K.P. Fejeran  
Buyer II

☒ APPROVED  
☐ DISAPPROVED

 11/18/2021  
for JOHN M. BENAVENTE, P.E. Date  
General Manager