



Republic of the Philippines
PAMANTASAN NG LUNGSOD NG MAYNILA
(University of the City of Manila)
General Luna Street corner Muralla Street
Intramuros, Manila, Philippines



OFFICE OF THE EXECUTIVE VICE-PRESIDENT

NOTICE OF AWARD

PHILCOPY CORPORATION

793 J.P. Rizal Ave.,
Makati City
Tel. 02-8899-8625
supplies@philcopy.net

Attention: **MARIA JESUSITA P. SANTOS**
Manager, Sales Department

Dear Ms. Santos,

After careful examination, evaluation and validation of the documentary requirements submitted to the *Pamantasan ng Lungsod ng Maynila (PLM)* in compliance with *Section 50 of the 2016 RIRR of RA 9184 and Sec. V (A) of Annex "H", Consolidated Guidelines for the Alternative Methods of Procurement, Direct Contracting*, the Contract is hereby awarded to **PHILCOPY CORPORATION** for the project **PROCUREMENT OF 1st QUARTER CONSUMABLES FOR COPIERS AND PRINTERS** in the amount of **Three Hundred Eighty One Thousand Pesos (Php381,000.00)**, inclusive of appropriate taxes and fees.

Furthermore, pursuant to 2016 RIRR of RA 9184, Section 54.5, you are hereby required to post warranty security within five (5) days upon receipt of this notice either in the following forms:

- a. Retention money equivalent to at least one percent (1%) but not to exceed five percent (5%) of every progress payment; and
- b. Special bank guarantee equivalent to at least one percent (1%) but not to exceed five percent (5%) of the total contract price.

Kindly signify your confirmation thereof by affixing your signature on the space provided below.

Please coordinate with the Property and Supplies Office for the implementation of the project.

Very truly yours,

(SGD.)
MARIA AUXILLIADORA LIBERTINE C. AMOR
Executive Vice-President
Date: _____

Conforme:

(SGD.)
MARIA JESUSITA P. SANTOS
Name of Representative
PHILCOPY Corporation
Date: _____