



Reference No. 10555842

NOTICE OF AWARD (NOA)

March 13, 2024

MA. CRISTINA C. LACHICA
 PhilSteno Program Director/ Authorized Representative
 PACIFIC OFFICE SOLUTIONS, INC.
 2/F Pacific Office Machines Bldg., #28 EDSA,
 Brgy. Greenhills, San Juan City, Metro Manila 1500

Dear Ma'am:

We wish to inform you that your bid price in the amount of **Two Million Nine Hundred Forty-Nine Thousand Nine Hundred Pesos Only (Php2,949,900.00)** for **IB-2024-02-01 SUPPLY AND DELIVERY OF STENOGRAPHY MACHINE**, was recommended by the Bids and Awards Committee (BAC) of the EVSU-Main Campus as the Single Calculated and Responsive Bid (SCRB) for the said contract, after proper evaluation by its Technical Working Group (TWG), and approved/ratified by the EVSU-BAC and the HOPE through its Authorized Representative per BAC Resolution No. 151, s. 2024 adopted on March 08, 2024; and therefore, this procurement is hereby awarded in favour of your company subject to pertinent provisions of Republic Act No. 9184 and its IRR and other policies promulgated by competent authority/ies.

You are hereby required to provide **within TEN (10) calendar days** the performance security in the form and the amount stipulated in the Instructions to Bidders. Failure to provide the performance security shall constitute sufficient ground for cancellation of the award and forfeiture of the bid security.

Further, your acceptance of this **Notice of Award (NOA)** binds your company with the University based on the bidding documents and relevant documents which were the basis in the conduct of bidding and evaluation of the said procurement, pending the negotiation and execution of the formal contract to be signed between your authorized representative and the undersigned as the authorized representative of the HOPE, within twenty (20) days from your acceptance of this NOA, consistent with relevant laws, rules and regulations. Thus, it is further informed, that failure of both parties to execute the required Contract within the said period shall be a sufficient ground of non-issuance of the Notice to Proceed (NTP).

Our staff/end-user will coordinate with you for the details of the requirements. You will be given a copy of the relevant documents as soon as these are completely processed. The corresponding contract shall be signed between the parties afterwards.

We hope to have a fruitful and successful engagement with you.

Very truly yours,

DENNIS C. DE PAZ, Ph.D.
 University President III
 Authorized Representative of the HOPE

CONFORME:

I acknowledge receipt of this NOA on March 14, 2024 and accept/conforme the same.

Lachica

MA. CRISTINA C. LACHICA
 PhilSteno Program Director/ Authorized Representative
 Authorized Representative