



Central Mindanao University
BIDS AND AWARDS COMMITTEE
 Musuan, Bukidnon

NOTICE OF AWARD

November 22, 2019

MS. RICHIE N. MERCADO
 Sales Representative
PACIFIC OFFICE SOLUTIONS, INC.
 PhilGEPS Certificate # 2013-98640
 2nd Floor, Pacific Office Machines Bldg, 28 Edsa, Greenhills
 San Juan City Metro Manila

Dear Sir/Maam:

This is to inform you that your bid proposal for the project **PROCUREMENT OF STENO WRITER** which shall be funded under UIGP after having been post-qualified and declared to have obtained the Lowest Calculated Responsive Bid, has been recommended for award by the Bids and Awards Committee (BAC) of Central Mindanao University by virtue of **BAC Resolution No. STF-PB-19-055**, and the same has been approved by the Central Mindanao University thru the undersigned at the amount of *Three Hundred Twenty Three Thousand Pesos Only (Php323,000.00)*. You are hereby requested to manifest your acceptance of this Notice of Award.

Relative thereto, and in accordance with the provisions of the documents and Revised R.A. No. 9184, otherwise known as the Government Procurement Reform Act and its Implementing Rules and Regulations, you are hereby instructed to submit the following documents with ten (10) calendar days from the date of your receipt of this Notice of Award to within:

A. PERFORMANCE SECURITY

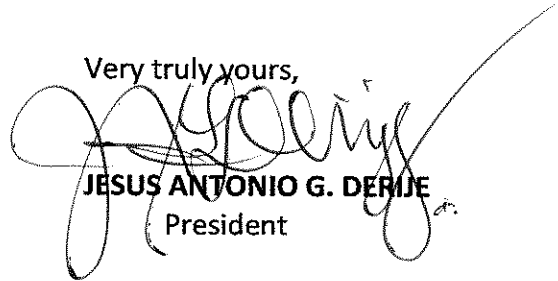
This is to be posted in favor of the Central Mindanao University, in the form of cash, manager's check, cashier's check, bank draft/guarantee confirmed by local bank, irrevocable letter of credit issued by a reputable bank, surety bond callable upon demand, issued by the Government Service Insurance System or any reputable surety or insurance company duly accredited by the Office the Insurance Commissioners, or a combination thereof **IN ACCORDANCE** with the following schedule:

FORM OF PERFORMANCE SECURITY	AMOUNT OF PERFORMANCE SECURITY (EQUAL TO PERCENTAGE OF THE TOTAL CONTRACT PRICE)
Cash or cashier's/manager's check issued by a <i>Universal or Commercial Bank</i> .	Five percent (5%)
Bank draft/guarantee or irrevocable letter of credit issued by a <i>Universal or Commercial Bank</i> : Provided, however, that it shall be confirmed or authenticated by a <i>Universal or Commercial Bank</i> , if issued by a foreign bank.	
Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security; and/or	Thirty percent (30%)
Any combination of the foregoing.	Proportionate to share of form with respect to total amount of security

Within the same period of ten (10) days as indicated above, you are directed to enter into and execute the Goods Contract with the University.

This Performance Security shall be forfeited in favor to Central Mindanao University in the event of default on your part in the performance of any of your obligations under the Contract.

Finally, it must be noted that you shall not commence the work nor initiate the procurement of materials for the project prior to your receipt of the Notice to Proceed.

Very truly yours,

JESUS ANTONIO G. DERIJE
President

Received, Acknowledged and Accepted:

Name: RICHEL N. MERCADO

Signature: 

Date: 12/23/19

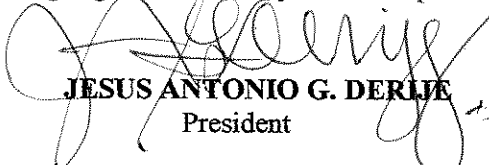
- (a) the Bid Form and the Price Schedule submitted by the Bidder;
 - (b) the Schedule of Requirements;
 - (c) the Technical Specifications;
 - (d) the General Conditions of Contract;
 - (e) the Special Conditions of Contract; and,
 - (f) the Entity's Notification of Award.
3. In consideration of the payments to be made by the Entity to the Supplier as hereinafter mentioned, the Supplier hereby covenants with the Entity to provide the goods and services and to remedy defects therein in conformity in all respects with the provisions of the Contract.
4. The Entity hereby covenants to pay the Supplier in consideration of the provision of the goods and services and the remedying of defects therein, the Contract Price or such other sum as may become payable under the provisions of the contract at the time and in the manner prescribed by the contract.

IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with the laws of the Republic of the Philippines on the day and year first above written.

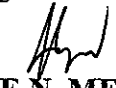
The Common Seal of CMU, Musuan, Bukidnon was herein affixed in the presence of **DR. JESUS ANTONIO G. DERIJE**

Signed, sealed, and delivered by **PACIFIC OFFICE SOLUTIONS, INC.** in the presence of **RICHE N. MERCADO**

Binding Signature of Entity:

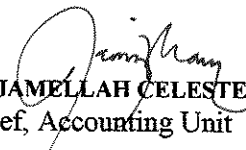

JESUS ANTONIO G. DERIJE
 President

Binding Signature of Supplier:


RICHE N. MERCADO
 Authorized Representative

Witness:


RICO A. MARIN
 BAC Chairman


MARIA JAMELLAH CELESTE M. MAGALONA
 Chief, Accounting Unit

ACKNOWLEDGEMENT

REPUBLIC OF THE PHILIPPINES)
 PROVINCE OF BUKIDNON) s.s.
 MUNICIPALITY OF MARAMAG)

BEFORE ME, a Notary Public for in the above jurisdiction, on this _____ day of _____ at _____ personally appeared the following, exhibiting to me following described Competent Evidence of Identity (CEI) in accordance with the 20m Rules on Notarial Practice.

Name	Competent Evidence of Identity	Date/place Issued
JESUS ANTONIO G. DERIJE		
RICHE N. MERCADO		

Known to me to be the same person who executed the foregoing instrument and who acknowledge to me that the same is their free and voluntary act and deed.

This instrument refers to the Contract of Agreement consisting of (3) pages including this page, signed by the parties and their witnesses on each and every hereof and thereof, including this page whereon the acknowledgement is written.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed on every page hereof my notarial seal this DEC 23 2019 day of _____ in the Municipality of _____, Province of _____.

DOC. NO. 298
 PAGE NO. 47
 BOOK NO. 41
 SERIES OF 2019

SUBSCRIBED AND SWORN TO
 ON THIS DEC 23 2019 AT
PASAY CITY IN EXHIBIT TO

JOVINO R. ANGEL
 NOTARY PUBLIC

NOTARIAL COMMISSION 19- 09
 UNTIL DECEMBER 31, 2020
 PTR NO. 6397331 ISSUED IN PASAY CITY ON JAN. 3, 2019
 BP NO. 058-81 ISSUED IN PASAY CITY ON JAN. 3, 2019
 SINGLE COMPLIANCE NO. 11- JUPR-0110/25/19
 ROLL OF ATTORNEYS



NOTICE TO PROCEED

MS. RICHIE N. MERCADO
Sales Representative
PACIFIC OFFICE SOLUTIONS, INC.
PhilGEPS Certificate # 2013-98640
2nd Floor, Pacific Office Machines Bldg, 28 Edsa, Greenhills
San Juan City Metro Manila

Dear Madam/Sir:

The attached Agreement having been approved, notice is hereby given to **PACIFIC OFFICE SOLUTIONS, INC.** for the **PROCUREMENT OF STENO WRITER**, may commence after receipt of this notice but not to exceed thirty (30) calendar days.


Upon receipt of this notice, you are responsible for performing the services under the terms and conditions of the Agreement and 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 Bids and Awards Office.

Very truly yours,


JESUS ANTONIO G. DERJE
President

Conformed:


RICHIE N. MERCADO
Printed Name of Representative Over Signature

Date

12/29/14