



REPUBLIC OF THE PHILIPPINES  
DEPARTMENT OF BUDGET AND MANAGEMENT  
REGION VIII

## NOTICE OF AWARD

March 30, 2022

**The Manager**  
**Philcopy Corporation**  
Tacloban City



Dear **Sir/Madam:**

This is to notify you that your Bid for the **Supply and Delivery of Office Supplies (Item 37)** for the contract Price of **Fourteen Thousand Six Hundred Pesos (P14,600.00)** Only is hereby accepted.

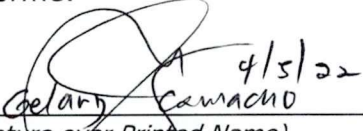
Please refer to the attached signed quotation for the details of the specifications. May we remind likewise that processing of payment is subject to compliance with the required documentary requirements provided in the procurement terms and conditions of the Request for Quotation.

For information and guidance.

Very truly yours,

  
**IMELDA C. LACERAS, CESO III**  
Director IV

Conforme:

  
\_\_\_\_\_  
(Signature over Printed Name)  
**Manager / Authorized Representative**  
**Philcopy Corporation**  
Date of Receipt: 4/5/22

**PURCHASE ORDER**  
**Department of Budget and Management**  
**Regional Office VIII**  
 Villa Ruiz, Bgy 77, Marasbaras, Tacloban City  
 Tel. No. (053) 888-0548, & 832-1628

Supplier : <b>PHILCOPY CORPORATION</b>	P.O. No. : <u>2022-04-005</u>
Address : Tacloban City	Date : April 1, 2022
TIN :	Mode of Procurement : Shopping B

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

Place of Delivery : DBM RO VIII, Marasbaras, Tacloban City	Delivery Term :
Date of Delivery : See note below.	Payment Term : LDDAP-ADA


Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
	piece	<b>Supply and Delivery of the following Office Supplies:</b>  TONER TK4109 (for KYOCERA Task Alfa 1800)  Delivery Period: Thirty (30) calendar days upon receipt of Notice of Award and Purchase Order for Ink and Toner. Fifteen (15) calendar days upon receipt of Notice of Award and Purchase Order for other Office and Janitorial Supplies.	2	7,300.00	14,600.00
<b>TOTAL</b>					<b>14,600.00</b>

In Case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed.

We reserve the right to return the above items in case of defects and if found not in accordance with the agreed specifications.

Conforme:   
 \_\_\_\_\_  
 (Signature over printed name)  
04/01/2022  
 Date

Very Truly yours,  
  
**IMELDA C. LACERAS, CESO III**  
 Regional Director

Fund Cluster : _____	ORS/BURS No. : _____
Funds Available : _____	Date of the ORS/BURS: _____
 <b>MARIA RINA P. YGAÑA</b> Of. Accountant III <u>04/01/2022</u>	Amount : _____