



Bids and Awards Committee

NOTICE OF AWARD

March 22, 2018

Philcopy Corporation
793 J. P. Rizal St., Makati City
Tel. No. 899-8625

Attention: **Ms. Maria Jesusita P. Santos**
Manager, Business Operation

Gentlemen:

We are pleased to inform you that contract for the project "**Supply and Delivery of 100 units of Genuine Black Toner TK-3104 for Kyocera Ecosys FS-2100DN Printer**" has been awarded to your company in the amount of **Eight Hundred Sixty Thousand Pesos (Php 860,000.00)**.

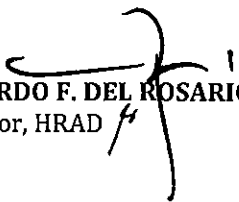
In this regard, you are hereby required to post a performance security in any of the following forms and amount stated below within ten (10) calendar days from receipt hereof:

1. **Php 43,000.00 or 5% of the total contract price** – for cash or cashier's/manager's check
2. **Php 258,000.00 or 30% of the total contract price** – for Surety Bond callable upon demand issued by a surety or insurance company duly accredited by SEC

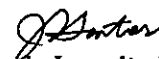
Kindly return the original copy of this Notice of Award within three (3) calendar days with your signature in the Conforme portion.

Failure to comply with the said requirements shall be a sufficient ground for the cancellation of this award.

Very truly yours,


GERARDO F. DEL ROSARIO
Director, HRAD

CONFORME: Philcopy Corporation

By: 
Ms. Maria Jesusita P. Santos
Manager, Business Operation
Date: March 27, 2018