



# NOTICE OF AWARD

**PROJECT NO.** : OCM-23-OSD-1301  
**END USER** : OFFICE OF THE CITY MAYOR  
**PROJECT TITLE** : PROCUREMENT OF VARIOUS OFFICE SUPPLIES (BALLPEN AND OTHERS)

Notice is hereby given to Ma. Carmille I. Cunanan dba MCARMS TRADING  
 with business address located at #21 11th floor unit 10-C Capitol Plaza Matalino St., Cor. Matatag Ext., Brgy. Central, Quezon City, that its bid offer for the

above mentioned project in the amount of Two Hundred Forty Four Thousand Four Hundred Seventy-Eight Pesos and 55/100 Only 244,478.55 has been accepted for having successfully satisfied all the requirements and conditions prescribed by the Quezon City Government through the Quezon City Bids and Awards Committee - Goods (QC - BAC - Goods and Services) Prior to formally entering into contract and to guarantee faithful completion of the project, the Performance Security payable to the Quezon City Government must be posted within a non-extendable period of ten (10) calendar days from receipt of this Notice, in a of the following forms with the corresponding required amount:

<b>Form of Performance Security</b>		<b>Amount of Performance Security (Equal to Percentage of the Total Contract Price)</b>
a	Cash or cashier's/manager's check issued by a Universal or Commercial Bank.	Five Percent (5%)
b	Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank; Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank.	
c	Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security.	Thirty Percent (30%)
d	Any combination of the foregoing.	Proportionate to share of form with respect to total amount of security

The Quezon City Government shall likewise enter into Contract within the same non-extendable ten (10) day Period PROVIDED that the Performance Security and/ or other documentary requirements are complied with. Failure of your office to post the Performance Security and sign the contract within the same ten (10) day period shall result in the following:

1. Forfeiture of the bid security.
2. Disqualification from participating in the bidding at hand.
3. Upon conviction, the relevant officers or individuals will suffer the penalty of imprisonment of not less than six years and 1 day and not more than fifteen years; and
4. Upon determination of administrative liability, through blacklisting proceedings.. it will suffer corresponding penalty of suspension.

Signed this NOV 30 2023 of \_\_\_\_\_, Quezon City, Metro Manila

**MA. JOSEFINA G. BELMONTE**  
 City Mayor

### ACKNOWLEDGEMENT RECEIPT AND CONFORME

Ma. Carmille I. Cunanan 12-5-2023  
 Signature Over Printed Name Date  
**MCARMS TRADING**

Authorized Representative  
 Official Designation

0917-353-1844  
 Telephone Number

432-929-074-000  
 TIN Number