



# NOTICE OF AWARD

PROJECT NO. : OVM-24-OESC-0866  
END USER : OFFICE OF THE VICE MAYOR  
PROJECT TITLE : PROCUREMENT OF TONER AND INK CARTRIDGE

Notice is hereby given to Ellen G. Aquino dba ALELEN ENTERPRISE  
with business address located at 21C Matiyaga St., Barangay Central, Quezon City, that its bid offer for the  
above mentioned project in the amount of One Hundred Three Thousand Nine Hundred Fifty Pesos and 00/100 Only  
103,950.00 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 any of the following forms with the corresponding required amount:

Form of Performance Security		Amount of Performance Security (Equal to Percentage of the Total Contract Price)
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

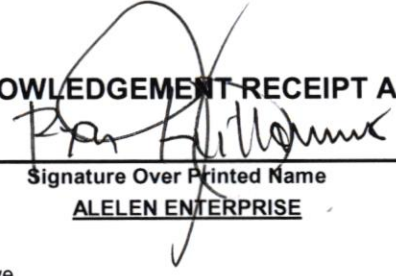
The Quezon City Government shall likewise enter into Contract within the same non-extendable ten (10) day Period PROVIDED that the Performance Security and/ or other documentary requirements are complied with. Failure of your office to post the Performance Security and sign the contract within the same 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 JUN 26 2024 of \_\_\_\_\_, Quezon City, Metro Manila

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

## ACKNOWLEDGEMENT RECEIPT AND CONFORME

  
Signature Over Printed Name

ALELEN ENTERPRISE

7/1/2024  
Date

Authorized Representative  
Official Designation

936-4514 / 09275931220

Telephone Number

179-876-721-00000

TIN Number