



# NOTICE OF AWARD

**PROJECT NO.** : BCRD-24-OE-0812B  
**END USER** : BARANGAY AND COMMUNITY RELATIONS DEPARTMENT  
**PROJECT TITLE** : PROCUREMENT OF DUPLICATING MACHINE AND OTHERS

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 Eight Hundred Thirty-Six Thousand Three Hundred Ninety-Nine Pesos and 00/100 Only  
836,399.00 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:

<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.

**JUL 04 2024**

Signed this \_\_\_\_\_ of \_\_\_\_\_, Quezon City, Metro Manila

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

**ACKNOWLEDGEMENT RECEIPT AND CONFORME**

  
 \_\_\_\_\_  
 Signature Over Printed Name  
**ALELEN ENTERPRISE**

**7/19/2024**  
 \_\_\_\_\_  
 Date

Authorized Representative  
 Official Designation

**936-4514**

Telephone Number

**179-876-721-00000**

TIN Number