



# NOTICE OF AWARD

**PURCHASE ORDER NO.** : E2501216  
**PROJECT NO.** : BPLD-25-OSD-0018B ✓  
**END USER** : BUSINESS PERMITS AND LICENSING DEPARTMENT ✓  
**PROJECT TITLE** : PROCUREMENT OF VARIOUS OFFICE SUPPLIES (THERMAL PAPER AND OTHERS) FOR THE YEAR 2025 (EARLY PROCUREMENT ACTIVITY) ✓

Notice is hereby given to Edrian A. Garcia dba E.A.G OFFICE SUPPLIES AND EQUIPMENT TRADING with business address located at Suite 413 Acre Building 137 Malakas Street Central District 4, Quezon City, that its bid offer for the above mentioned project in the amount of Five Hundred Nineteen Thousand Five Hundred Forty Pesos and 00/100 Only (Php 519,540.00) 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 and Services (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 (6) years and one (1) day and not more than fifteen (15) years; and ✓
4. Upon determination of administrative liability, through blacklisting proceedings, it will suffer corresponding penalty of suspension. ✓

JAN 20 2025

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

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

### ACKNOWLEDGEMENT RECEIPT AND CONFORME

EDRIAN A. GARCIA   
Signature Over Printed Name  
E.A.G OFFICE SUPPLIES AND EQUIPMENT TRADING ✓  
01/24/25  
Date

Authorized Representative  
Official Designation

09178214319

Telephone Number

612-298-283-00000 ✓

TIN