



NOTICE OF AWARD

28 July 2022

GESCHAFT EQUIPMENT CORPORATION

3rd Floor, 100-A Dr. Lazcano Street,
Laging Handa 4, Quezon City

Dear Sir/Madam:

In connection with the NEGOTIATED PROCUREMENT – SMALL VALUE PROCUREMENT for the **Supplies and Delivery of Photocopier Machine** for the use of the **City Veterinary Office** under **Purchase Request No. 100-22-06-879**, the Bids and Awards Committee resolved to recommend the award of the contract to **GESCHAFT EQUIPMENT CORPORATION** in the amount of **Ninety Five Thousand Pesos Only (Php 95,000.00)**.

This serves as formal notice of the award of the contract in your favor. You are hereby requested to execute the contract with the City and to submit relevant documents as required under the Implementing Rules and Regulations of R.A. 9184, if any, within ten (10) calendar days upon receipt of this Notice. Failure to execute the contract and to submit relevant documents (as applicable) within the above-mentioned period may result in the cancellation of the award of the contract in your favor.

Very truly yours,

VICTOR MA. REGIS N. SOTTO
City Mayor

By authority of the City Mayor:


ATTY. JERONIMO U. MANZANERO
City Administrator

Conforme: 
MAY ROSE N. GONZALES
Authorized Representative
GESCHAFT EQUIPMENT CORPORATION

Date: August 18, 2022



OFFICE OF THE MAYOR

NOTICE TO PROCEED

25 August 2022

Date

GESCHAFT EQUIPMENT CORPORATION

3rd Floor, 100-A Dr. Lazcano Street,
Laging Handa 4, Quezon City

Dear Sir/Madam:

We wish to inform you that your contract for the **Supply and Delivery of Photocopier Machine** for the use of the **City Veterinary Office** under **Purchase Request No. 100-22-06-879** covered by **Purchase Order No. 22-08-1867** has been duly approved.

You are hereby directed to perform your obligations as stipulated in the contract. No revisions of the contract shall take effect unless approved in writing by this office.

Very truly yours,

VICTOR MA. REGIS N. SOTTO

City Mayor

By authority of the City Mayor:


ATTY. JERONIMO U. MANZANERO
City Administrator

Conforme: 
MAY ROSE N. GONZALES
Authorized Representative
**GESCHAFT EQUIPMENT
CORPORATION**

Date: 8 - 25 - 22



PURCHASE ORDER

CITY GOVERNMENT OF PASIG

Agency Name

Supplier: GESCHAFT EQUIPMENT CORPORATION
Address: 3/F, 100-A Dr. Lazcano St. Laging Handa 4, Quezon City

P.O. No.: 22-08-1867
Date: 18 August 2022
Mode of Procurement: SMALL VALUE PROCUREMENT

Gentlemen:
Please furnish this office the following articles subject to the terms and conditions contained herein:

Place of Delivery: Central Supply Office
Date of Delivery: _____

Delivery Term: 30 Calendar days
Payment Term: within 45 days upon completion of delivery

ITEM NO.	UNIT	QTY	DESCRIPTION	UNIT COST	AMOUNT
1	UNIT	1	PHOTO COPIER MACHINE, FUJI XEROX APEOSPORT IV 3065 Specifications: - 2 Paper Tray (Legal, A4, Letter up to A3 size) - Laser & Digital Copy - Touch Screen Control Panel - Powder Toner Cartridge - Monochrome - Heavy Duty - With four (4) Additional toner cartridge - 1 year warranty parts & service ***** Nothing Follows ***** For the Use of Veterinary Services Dept.	95,000.00	95,000.00

Control No. **3661** GRAND TOTAL : **Php 95,000.00**

Total Amount in Words Ninety-five Thousand Pesos Only.

In case of the failure to make the full delivery within the time specified above, a penalty of one tenth (1/10) of one (1) percent for every day of delay shall be imposed as provided for by the, 2016 IRR of RA 9184.

Conforme :
MAY ROSE N. GONZALES
(Signature over printed name of Supplier)
8-25-22
Date

Very truly yours,

VICTOR MA. REGIS N. SOTTO
(Authorized Official)
City Mayor

Requisitioning Office/Dept. :

EMMA M. SANCHEZ
(Authorized Official)

Funds Available :

JUVY A. QUENCO
Chief Accountant

Amount: P 95,000.-
100-2022-02-
OBR No.: 0058-1000