



**NOTICE OF AWARD**

24 April 2023

**PHILCOPY CORPORATION**

793 J.P. Rizal Street,  
Poblacion, Makati City

Dear Sir/Madam:

In connection with the NEGOTIATED PROCUREMENT – SMALL VALUE PROCUREMENT for the **Supply and Delivery of Photocopier Machine for the Bantay Pasig Division** for the **Peace and Order Department** under **Purchase Request No. 100-23-02-289**, the Bids and Awards Committee resolved to recommend the award of the contract to **PHILCOPY CORPORATION** in the amount of **Forty Nine Thousand Four Hundred Pesos (Php 49,400.00)**.

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: **ROLANDO B. CRUZ**  
Authorized Representative  
**PHILCOPY CORPORATION**

Date: 4-25-23