



**NOTICE OF AWARD**

**MAY 03 2023**

**ALELEN ENTERPRISE**  
21-C Matiyaga Central.,  
Quezon City

Dear Sir/Madam:

In connection with the NEGOTIATED PROCUREMENT – SMALL VALUE PROCUREMENT for the **Supply and Delivery of Toners for Various Kyocera Photocopier Machines** for the **City Budget Office** under **Purchase Request No. 100-23-02-516**, the Bids and Awards Committee resolved to recommend the award of the contract to **Alelen Enterprise** in the amount of **One Hundred Eighteen Thousand Nine Hundred Seventy Two Pesos and 77/100 (Php 118,972.77)**.

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: **PAULO MONICO ANGELO G. AQUINO**  
Authorized Representative  
**ALELEN ENTERPRISES**

Date: *May 1, 2023*