



Republic of the Philippines  
**Benguet State University**  
2601 La Trinidad, Benguet  
[www.bsu.edu.ph](http://www.bsu.edu.ph)

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**Office of the University President**

**NOTICE OF AWARD**

November 29, 2022

**The Manager**  
Officetech Gen. Merchandise  
Epiphany Compound, Betag,  
La Trinidad, Benguet

Dear Ma'am/Sir:

We are pleased to inform you that the **Delivery of Adjustable rack (RFQ No.: 1332)** is hereby awarded to your firm. Your proposal has been found to be the Lowest Calculated Responsive Bid (LCRB) at its bid cost equivalent to **Sixty Thousand Nine Hundred Pesos Only (Php 60, 900.00)**

You are therefore required within three (3) days from receipt of this Notice of Award to formally enter into contract with the University.

Please acknowledge receipt and acceptance of this notice by signing in the space provided below. Keep one copy and return the other to the University.

Very truly yours,

**FELIPE SALAING COMILA**

University President

**CONFORME/AWARD ACCEPTED**

Officetech General Merchandise  
Epiphany cmpd. Betag,  
LA Trinidad Benguet

Name of Bidder / Representative \_\_\_\_\_

Authorized Signature \_\_\_\_\_

Date of Receipt \_\_\_\_\_

12-9-22



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**Office of the University President**

**NOTICE TO PROCEED**

**The Manager**

Officetech Gen. Merchandise  
Epiphany Compound, Betag,  
La Trinidad, Benguet

Dear Ma'am/Sir:

The attached Contract Agreement having been approved; notice is hereby given to your firm to start the **Delivery of Adjustable rack** with **PO #:2022- 11-161-347** ) to the University upon receipt of this notice.

You shall comply with the terms and conditions of the Agreement in accordance with the Implementation Schedule.

Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below. Keep one copy and return the other to the University.

Very truly yours,

  
**FELIPE SALANG COMILA**  
University President

I acknowledge receipt of this Notice on \_\_\_\_\_  
Name of the Representative of the Bidder \_\_\_\_\_  
Authorized Signature \_\_\_\_\_

Officetech General Merchandise 12-9-22  
Epiphany compd. Betag,  
LA Trinidad Benguet