



## NOTICE OF AWARD

24 January 2024

**SOLID BUSINESS MACHINES CENTER, INC.**

Suite 303, Singson Building, Plaza Moraga

Binondo Manila, Philippines 1006

Contact Nos.: 0932-7670-989 | 0927-9675-859

**ATTENTION : MR. ALLAN O. TAN**

Authorized Representative

**SUBJECT : SUPPLY AND DELIVERY OF SEVENTY (70) UNITS OF DOCUMENT  
SCANNER FOR THE DEVELOPMENT OF THE PHILIPPINES,  
BID REFERENCE NO. G-2023-43**

**Gentlemen:**

We are pleased to inform you that the Development Bank of the Philippines hereby awards you the contract for the above-cited project, in the amount of **Two Million One Thousand Eight Hundred Sixty Pesos (₱2,001,860.00) at ₱28,598.00 per unit** inclusive of all applicable taxes procured through Public Bidding.

To guarantee the faithful performance of obligations, you are required to post within ten (10) calendar days from receipt hereof, a performance security in any of the following forms and percentages:

Form of Performance Security	% of Contract Price	Minimum Amount
Cash, cashier's/manager's check issued by a Universal or Commercial Bank	Five percent (5%)	₱100,093.00
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		
Surety Bond callable upon demand issued by a surety or insurance company together with certificate issued by Insurance Commission certifying the surety or insurance company is authorized to issue such surety bond	Thirty percent (30%)	₱ 600,558.00

**SUPPLY AND DELIVERY OF SEVENTY (70) UNITS OF DOCUMENT SCANNER FOR  
THE DEVELOPMENT OF THE PHILIPPINES, BID REFERENCE NO. G-2023-43  
SOLID BUSINESS MACHINES CENTER, INC  
JANUARY 24, 2024**

For the submission/posting of Performance Security and execution of contract, please coordinate with Procurement Units through Ms. Melba Bermudez, 6/F DBP Head Office, Makati City, at phone number +632 8818-9511 local 2602.

Failure to post the required Performance Security in the amount stipulated above within the prescribed time shall constitute a sufficient ground for the cancellation of the award of contract, forfeiture of the bid security and imposition of the appropriate sanction/s under the revised IRR of RA 9184.

Warranty shall be for a period of one (1) year to be covered a special bank guarantee or a letter confirmation for the retention money in the amount equivalent to five percent (5%) of the total contract price. The retention money will be released after the lapse of one (1) year. Provided, however, that the equipment delivered is free from patent and latent defects and all the conditions imposed under the contract have been fully met.

Please signify your conformity by affixing your signature and the date of signing on the space provided below. Kindly return the duly signed Notice of Award to the BAC Secretariat, 6/F DBP Building, Makati Avenue, Makati City.

Thank you.

Yours truly,

**SIGNED**

Officer-In-Charge, IT Operations Group  
(Per Office Order No. 275 dated 16 June 2023)

**ACCEPTANCE / CONFORME:**

The undersigned accepts the award of contract and signifies conformity to enter into contract with the Development Bank of the Philippines for the above requirement.

\_\_\_\_\_  
**MR. ALLAN O. TAN**

Authorized Representative

Date: \_\_\_\_\_

Note: Kindly email to the [bacsecretariat@dbp.ph](mailto:bacsecretariat@dbp.ph) or fax to (+632 8125702 or +632 8151614) to acknowledge receipt.