

NATIONAL POWER CORPORATION

20 November 2020

MR. CRISPIN R. DELA CRUZ, JR.
Account Manager
ADVANCE COMPUTER FORMS, INC.
1001 GP Sulok Street,
Brgy. Ugong, Valenzuela City
Tel No.: 8518-8888 / Fax No. 8296-9601
Email: sales@advancecomputerforms.com

SUBJECT: **NOTICE OF AWARD – P.O. No. 057799-GRJ**

Dear Mr. Dela Cruz:

Pursuant to Article XI Section 37 of RA 9184, Notice of Award (NOA) is hereby served to **ADVANCE COMPUTER FORMS, INC.** for having submitted the Single Calculated and Responsive Bid (SCRB) for the **Supply and Delivery of Bond Paper, 70 GSM, A4 Size and Paper, Multicopy for Laser/Ink-Jet Printer for NPC Head Office** under PR No. HO-WIT20-014 (Item Nos. 1-4) in the total contract amount of **One Million Four Hundred Thirty Thousand One Hundred Fifty Pesos (₱ 1,430,150.00) only.**

Please be reminded of the ff: a) Your price validity is one hundred twenty (120) days from bid opening date; b) Delivery period is within thirty (30) calendar days from issuance of NTP; and c) Delivery site is at NPC-HO Warehouse, Diliman, Quezon City.

You are hereby required to secure and submit to the *Manager, Materials, Supplies & Services Procurement Division (MSSPD), Logistics Department*, the Performance Security in any of the following forms within **five (5) days** from the date of receipt of this Notice of Award:


1. Cash, Cashier's/Manager's Check, Bank Draft/Guarantee confirmed by a Universal or Commercial Bank; or Irrevocable Letter of Credit issued by a Universal or Commercial Bank. Provided, however, that is shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank which shall be Five Percent (5%) of the total Contract Price;
2. Surety Bond callable upon demand and penal in nature issued by a surety or insurance company duly accredited by the Insurance Commission as authorized to issue security which shall be Thirty Percent (30%) of the total Contract Price; The Insurance Company that will issue Performance Security must be acceptable to National Power Corporation (Annex A).
3. Performance Securing Declaration (Annex B)

Failure to submit an Acceptable Performance Security and/or comply with the provisions of the 2016 Revised IRR of RA 9184 shall constitute sufficient ground for cancellation of award and forfeiture of bid security.

Purchase Order (PO) and Notice to Proceed will be issued as soon as the Certificate of Acceptable Performance Security is submitted to *MSSPD, Logistics Department by Trade and Insurance Division.*

For any clarification, please proceed to the MSSPD, Logistics Department, Ground Floor, NPC-OBC or you may call us at tel. nos. 8921-6048 / 8921-3541 loc. 5515 from 8:00 AM to 5:00 PM, Monday to Friday or email us at msspd@napocor.gov.ph.

Very truly yours,


LORNA T. DY
Vice President, Admin & Finance

Received and Acknowledged by: _____
Authorized Representative

Date: _____

cf: Mr. A. P. Mercado – Acting Manager, WIADD

BIR Road cor. Quezon Avenue, Diliman
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