



NATIONAL POWER CORPORATION

02 January 2025

MS. MICHELLE S. SICAT
Senior Solutions Consultant
COPYLANDIA OFFICE SYSTEMS CORPORATION
718 Sgt. Bumatay Street,
Mandaluyong City
Email: inquiry@copylandia.com

SUBJECT: NOTICE OF AWARD OF CONTRACT NO. LOG MSSP 2024-12-155-ALC
Re: Three (3)-Year Lease of Eight (8) Units Plain Paper Copying
Machines for Various NPC Offices Within and Outside Metro Manila
PR No. HO-CRT24-001 / PB240708-NA00319 (NP)

Dear Ms. Sicat:

Pursuant to Article XI Section 37 of RA 9184, Notice of Award (NOA) is hereby served to COPYLANDIA OFFICE SYSTEMS CORPORATION for having submitted the Single Calculated and Responsive Bid (SCRB) for the above requirement under PR No. HO-CRT24-001 in the total amount of Nine Million Three Hundred Fifty Four Thousand Five Hundred Nineteen Pesos (₱ 9,354,519.00) 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 Notice to Proceed and Lease/Contract Duration is three (3) years; and c) Delivery sites are stated in the Terms of Reference.

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 three (3) days from the date of receipt of a copy of this Notice of Award:

- a) 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 it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank which shall be not less than Five Percent (5%) of the total Contract Price;
- b) Surety Bond callable upon demand and penal in nature issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such 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 A1).

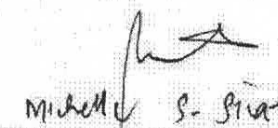
Failure to submit on time the Acceptable Performance Security and/or comply with the provisions of the 2016 Revised IRR of RA 9184 shall constitute sufficient ground for cancellation of award and forfeiture of bid security.

Contract 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. 8921-6047/8921-3541 loc. 5515 from 8:00 AM to 5:00 PM, Monday to Friday or email us at msspd@napocor.gov.ph.

Very truly yours,


CRISANTO V. HILARIO
Vice President, Administration and Finance

Received and Acknowledged by: 
Authorized Representative

Date: 1-2-25

cc: Mr. Z. C. Tayao - Section Chief, CRTD
Ms. L. O. de Ocampo - Manager, TID

Please take notice of the attached advisory regarding Unauthorized Solicitation dated 19 February 2024.



NATIONAL POWER CORPORATION
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