

February 24, 2025

MR. LOUIE LITO F. MALIT

Manager/Authorized Representative
JEST TRADING
50C Cenacle Drive
Culiat, Quezon City

Sir:

We would like to inform you that **Project 2025 - 2E: Supply and Delivery of Various Office Equipment and Appliances for the University**, hereby awarded to you as the bidder with Lowest Calculated and Responsive Bid in some items at a contract equivalent to **One Million Five Hundred Ninety-Seven Thousand Pesos only (Php1,597,000.00)**.

You are therefore required, within ten (10) days from the receipt of this Notice of Award, to formally enter into contract with us, and to submit the stated below requirements:

1. *Performance Security* in any of the following forms:
 - a. Cash, certified check, cashier's check, bank draft or irrevocable letter of credit – 5% of the total contract price
 - b. Bank guarantee – 10% of the total contract price
 - c. Surety Bond, callable on demand issued by surety or insurance companies – 30% of the total contract price

Failure to enter into the said contract or provide the performance security and other documents shall constitute a sufficient ground for cancellation of this award and forfeiture of your Bid Security.

Very truly yours,



WILFREDO A. DUMALE, JR.
Public Servant and University President

Conforme:



JEST TRADING

Date: 02/24/2025