

Republic of the Philippines  
LOCAL GOVERNMENT UNIT OF GUBAT  
Manook St., Gubat, Sorsogon

**Notice of Award**

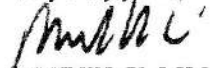
November 16, 2023

**MR. RODEL M. BODOPOL, JR.**  
COPYLANDIA OFFICE SYSTEMS CORPORATION  
Legazpi City

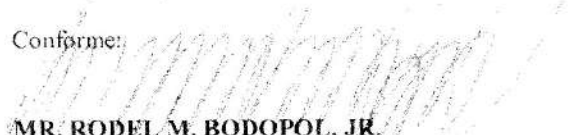
Dear Sir:

We are happy to notify you that your Bid dated November 14, 2023 for execution of the **Supplies for RISO Machine with reference no. PR 1474**, for the Contract Price of equivalent to **SIXTY-FIVE THOUSAND TWO HUNDRED PESOS (Php65,200.00)**, as corrected and modified in accordance with the Instructions to Bidders is hereby accepted.

Very truly yours,

  
**RONNEL U. LIM**  
Municipal Mayor

Conforme:

  
**MR. RODEL M. BODOPOL, JR.**  
COPYLANDIA OFFICE SYSTEMS CORPORATION  
Date: \_\_\_\_\_

Republic of the Philippines  
LOCAL GOVERNMENT UNIT OF GUBAT  
Manook St., Gubat, Sorsogon

**NOTICE TO PROCEED**

November 16, 2023

**MR. RODEL M. BODOPOL, JR.**  
COPYLANDIA OFFICE SYSTEMS CORPORATION  
Legazpi City

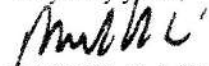
Dear Sir:

The attached Contract Agreement having been approved; notice is hereby given to COPYLANDIA OFFICE SYSTEMS CORPORATION, that work may commence on the **Supplies for RISO Machine with reference no. PR 1474** effectively after the receipt of this notice.

Upon receipt of this notice, you are responsible for performing the services under the terms and conditions of the Agreement and 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 Local Government Unit of Gubat.

Very truly yours,

  
**RONNEL U. LIM**  
Municipal Mayor

I acknowledge receipt of this Notice on \_\_\_\_\_

Name of the Representative of the Bidder: **MR. RODEL M. BODOPOL, JR.**

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



**PURCHASE ORDER (SF-GOOD-58)**  
Local Government Unit - Gubat, Sorsogon

1474

Supplier	: <b>COPYLANDIA OFFICE SYSTEMS CORP.</b> (/)	P.O. No.	: <b>2400</b>
Address	: <b>Legazpi City</b>	Date	:
E-mail Address	:	Mode of Procurement	:
Telephone No.	:	<b>Direct Contracting</b>	:
TIN	:		:
Gentlemen:			
Please furnish this office the following articles subject to the terms and conditions contained herein:			
Place of Delivery	:	P.O. No.	:
Date of Delivery	:	Date	:

Stock No.	Unit	DESCRIPTION	QTY.	Unit Cost	Amount
1	pcs	Riso Ink FII Type (/)	30	1,690.00	50,700.00
2	pcs	Riso Master FII Type (/)	5	2,900.00	14,500.00
					*****
SIXTY FIVE THOUSAND TWO HUNDRED PESOS ONLY					65,200.00

<p>In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one(1) percent for every day of delay shall be imposed.</p>	
<p align="center"><i>[Signature]</i> <b>RODEL M. BODOPOL JR.</b> Conforme; <b>BRANCH MANAGER</b> <b>COPYLANDIA OFFICE SYSTEMS CORP.</b> Signature over printed name of Supplier</p> <p align="center">_____ Date</p>	<p align="center">Very truly yours, <i>[Signature]</i> <b>RONNEL U. LIM</b> Municipal Mayor</p>
<p>Funds Available:</p> <p align="center"><b>AVA E. OBRIQUE</b> Municipal Accountant</p>	<p>ALOB. No. : _____</p> <p>Amount : _____</p>

