



November 12, 2021

Reference: PO No: 2021-11-102

NOTICE OF AWARD

CICP. LEARN BUSINESS MANAGEMENT CONSULTANCY CO.

Unit 2 L Lee Gardens Commercial Center, Shaw Boulevard
Brgy. Addition Hills, Mandaluyong City

THRU: MS. JOWENA T. MANALAC

Authorized Representative

CICP. Learn Business Management Consultancy Co

Dear Ms. Manalac,

This is to inform you that the Bids and Awards Committee (BAC) of the Commission on Filipinos Overseas has found you to have submitted the lowest calculated and responsive bid for the Procurement of **Training Service Provider for the Conduct of Webinar / e-Learning on Customer Service in the New Normal** (Purchase Request No. 2021-10-091 dated 14 October 2021) and you are hereby issued this Notice of Award:

CFO REQUIREMENT	TOTAL AMOUNT
Procurement of Training Service Provider for the Conduct of Webinar / e-Learning on Customer Service in the New Normal	₱ 55,000.00 (VAT Inclusive)
No of Batches: Two (2) Batches	
No. of Participants per Batch: Thirty (30) participants	
Duration: 3 hours (1:00-4:00 P.M.)	

IMPLEMENTATION PERIOD: **30 calendar days upon receipt of a copy of the Notice to Proceed (NTP)**

TARGET DATE OF WEBINAR(S): **November 18, 2021 (1st batch)**
November 25, 2021 (2nd batch)

INSTRUCTIONS:

If you have no corrections to the contents of this Notice of Award (NOA), please send an advance signed copy of the NOA together with the attached Contract/Purchase Order (**P.O. No. 2021-11-102 dated 12 November 2021**) within the day upon receipt of this notice. You can personally sign the original copy of the documents or send an authorized representative to get the original documents at our office located at Citigold Center, 1345 Pres. Quirino Avenue, corner Osmeña Highway (South Superhighway), Paco, Manila.



Please note that the original copy of the NOA and all copies of the Contract/PO shall be returned to the Commission on Filipinos Overseas. Failure to sign and return the documents may result in cancellation of the award.

Very truly yours,-



ATTY. WENDELL V. DIMACULANGAN
Head Executive Assistant

CONFORME:

JOWENA T. MANALAC / OPERATIONS MANAGER
PRINTED NAME / POSITION



SIGNATURE

Nov. 16, 2021
DATE