



May 02, 2023

Reference: PO No: 2023-04-033

NOTICE OF AWARD

TERABIT COMPUTER SYSTEMS CORPORATION
Unit 2002 20F Cityland Pasong Tamo, Tower,
Chino Roces Ave., Makati City

THRU: MR. KRISTIAN MARTIN SANTIAGO
Authorized Representative
TERABIT COMPUTER SYSTEMS CORPORATION

Dear Mr. Santiago,

This is to inform you that the Bids and Awards Committee (BAC) of the Commission on Filipinos Overseas has found you to be the lowest calculated responsive bidder for the Supply and Delivery of Three (3) Laptops, One (1) Tablet, and One (1) Mobile Phone (Purchase Request No. 2023-04-049 dated 12 April 2023) and you are hereby issued this Notice of Award:

CFO REQUIREMENT	TOTAL AMOUNT (VAT INCLUSIVE)
Supply and Delivery of Three (3) Laptops, One (1) Tablet, and One (1) Mobile Phone	₱ 348,710.00

Delivery Schedule: 7-15 calendar days upon receipt of the Notice to Proceed




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. **2023-04-033 dated 02 May 2023**) 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 **2nd Floor, Administrative and Finance Division, New Golden City Builders Building, 1388 F. Icasiano St. cor. Union St. 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,



SEC. ROMULO V. ARUGAY
Chairperson 

CONFORME:

PRINTED NAME / POSITION

SIGNATURE

DATE



May 02, 2023

NOTICE TO PROCEED

TERABIT COMPUTER SYSTEMS CORPORATION

Unit 2002 20F Cityland Pasong Tamo, Tower,
 Chino Roces Ave., Makati City

THRU: MR. KRISTIAN MARTIN SANTIAGO

Authorized Representative
 TERABIT COMPUTER SYSTEMS CORPORATION

Dear Mr. Santiago,

The attached Purchase Order / Contract Agreement having been approved, notice is hereby given to **TERABIT COMPUTER SYSTEMS CORPORATION** Performance may commence on the contract for the following requirement under Purchase Request No. 2023-04-049 dated 12 April 2023 effective on the date of receipt of this notice:

CFO REQUIREMENT	TOTAL AMOUNT (VAT INCLUSIVE)
<u>Supply and Delivery of Three (3) Laptops, One (1) Tablet with Keyboard and Pencil Stylus, and One (1) Mobile Phone</u>	₱ 348,710.00

Delivery Schedule: 7-15 calendar days upon receipt of the Notice to Proceed

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 Delivery 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 **Commission on Filipinos Overseas**.

Very truly yours,

SEC. ROMULO V. ARUGAY
 Chairperson

I acknowledge receipt of this notice on _____ : _____
 Name of the Representative of the Bidder : _____
 Authorized Signature : _____

The Head of the Procuring Entity or his duly authorized representative shall issue the Notice to Proceed within three (3) calendar days from the date of the approval of the contract.





Commission on Filipinos Overseas

Document Code **CFO-AFD-FR-PRO-002**

Page No. **1**

PURCHASE ORDER

Revision No. **0**

Effective Date **15 March 2017**

Supplier : TERABIT COMPUTER SYSTEMS CORPORATION
Address : Unit 2002 Cityland Pasong Tamo, Tower, Chino Roces Ave., Makati City
TIN : 009-007-789-00000

P.O. No. : 2023-04-033
Date : 2-May-23
Mode of Procurement : Small Value

Gentlemen:
Please furnish this Office the following articles subject to the terms and conditions contained herein:

Place of Delivery : CFO- Citigold Center 1345 Pres. Quirino Ave. cor., SSH, Paco Manila
Date of Delivery : 7-15 calendar days upon receipt of the Purchase Order

Delivery Term : FULL SERVICES
Payment Term : DDAP-ADA

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
		Supply and Delivery of three (3) laptops, one (1) Tablet, and one (1) Mobile Phone			
	Piece	Laptop	3	55,200.00	165,600.00
	Piece	Tablet	1	127,410.00	127,410.00
	Piece	Mobile Phone	1	55,700.00	55,700.00
* Attached conditions/specifications set in the quotation are part of this Order. (Per Request No. 2023-04-012 dated 02 May 2023) x-x-x-x-x-x-x-x-Nothing Follows-x-x-x-x-x-x-x-x					
(Total Amount in Words) THREE HUNDRED FORTY EIGHT THOUSAND SEVEN HUNDRED TEN PESOS ONLY.					348,710.00

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed on the undelivered item/s.

Conforme:

Kristian Martin S. Santiago

Signature over Printed Name of Supplier

MAY 5, 2023

Date

Very truly yours,

Romulo V. Arugay
SECRETARY ROMULO V. ARUGAY
Chairperson

Fund Cluster :
Funds Available :

Can delario R. Garcia
CANDELARIO R. GARCIA

Signature over Printed Name of Chief Accountant/

ORS/BURS No. : _____

Date of the ORS/BURS: _____

Amount : _____