

LETTER ORDER  
BICOL UNIVERSITY

7/22/25

Supplier :	J & E PRINTING PRESS	L.O. No. :	GDS-2025-240
Address :	Rizal St., Legazpi City	Date:	June 25, 2025
TIN:	934-121-991-00000	Mode of Procurement: Negotiated Proc. Under Small Value Procurement (Section 53.9)	

Gentlemen:

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

Place of Delivery : BU-GASS Supply Office	Delivery Term :Thirty (30) cd after receipt of Notice to Proceed
Date of Delivery :	Payment Term : as billed

Item No.	Unit	Description	Quantity	U/Price	Total
1	lot	Provision of Labor and Materials for the Photocopying/Printing, Cutting and Padding of BULS Official Forms Specification: Please Refer to the Attached Specification. Template will be provided by End-User.	1		142,620.00

ONE HUNDRED FORTY-TWO THOUSAND SIX HUNDRED TWENTY AND 00/100 PESOS ONLY	PHP	142,620.00
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\*\*\* PROVISION OF LABOR AND MATERIALS FOR THE PHOTOCOPYING/PRINTING, CUTTING AND PADDING OF BULS OFFICIAL FORMS \*\*\*

**Service Delivery Conditions:**

1. Service provider shall provide sufficient manpower and materials needed for the delivery of goods and services;
2. Details related to implementation shall be communicated with **Ms. Glenda Aurora S. Julianda**, end user.

Bicol University has approved the rate by the service provider for the supply of the goods and services in the sum of **ONE HUNDRED FORTY-TWO THOUSAND SIX HUNDRED TWENTY AND 00/100 PESOS ONLY (Php142,620.00)** to be known as the contract price.

It is understood that the contract shall be complied by you on the date specified above. Terms & conditions relative to the implemetation of this contract shall be in accordance with the provisions of the Revised IRR of R.A. 9184, otherwise known as the Government Procurement Reform Act.

Please signify your acceptance of this contract and your conformity with the terms and conditions by signing the acceptance and conformity portion of this order.

Conforme:

  
Signature over printed name  
07-22-25

Date

Very truly yours,

  
CYRUS A. BARRAMEDA  
Vice-President for Admin. & Finance

Fund Cluster : 701  
Funds Available : 142,620.1

  
KAREN I. CABALLERO  
Designated Budget Officer

ORS/BURS No. : 02-102101-2025-07-138  
Date of the ORS/BURS: 07/14/25  
Amount : 142,620.00



ISO 9001: 2015  
SOCOTEC SCP000722Q

REPUBLIC OF THE PHILIPPINES  
**BICOL UNIVERSITY**

Legazpi City

Email: bu-vpaf@bicol-u.edu.ph

**MANILA OFFICE:**

No. 4 Lopez St., M. H. del Pilar, Roosevelt Ave.  
Quezon City, Manila, Philippines

☎ Telefax: (02) 921-1586



BAGONG PILIPINAS

## NOTICE OF AWARD

June 25, 2025

**EMILY B. REGNO**

Authorized Representative

**J & E PRINTING PRESS**

Rizal St., Legazpi City

Dear Madam:

We are happy to notify you that your quotation under the contract ***Provision of Labor and Materials for the Photocopying/Printing, Cutting and Padding of BULS Official Forms*** at the Contract Price of ***One Hundred Forty-Two Thousand Six Hundred Twenty and 00/100 Pesos (Php142,620.00)***, undertaken through Negotiated Procurement under Small Value Procurement sec. 53.9 of the 2016 Revised IRR of RA No. 9184, is hereby awarded to you.

Pursuant to Section 54.5 of the 2016 Revised IRR of RA No. 9184, your company is hereby exempted from posting of performance security.

A Letter Order shall be issued at the soonest possible time.

We appreciate your interest in this opportunity, and we look forward to your satisfactory performance of your obligations under the project.

Thank you.

Sincerely yours,

**CYRUS A. BARRAMEDA**

VP for Admin. & Finance

Received by:

*Joseph B. Regno*  
(Signature above printed name)

(Date and Time of Receipt)

\*Kindly email to sender to acknowledge receipt