



Republika ng Pilipinas
PAMAHALAANG LUNGSOD NG TACLOBAN
(City Government of Tacloban)
Kanhuraw Hill, Tacloban City 6500
Tel. Nos. 325-4053



BIDS AND AWARDS COMMITTEE

NOTICE OF AWARD

June 5, 2025

NEED INK SALES & SERVICES
Purok 4, Real, El-Reposo St., Brgy 55&55-A,
Tacloban City 6500

Sir/Madam:

We are glad to inform you that the **Small Value Procurement** for **OFFICE EQUIPMENT SUPPLIES AND CONSUMABLES** for use of **CSWDO**, Tacloban City, is hereby awarded to your company in the total contract amount in Pesos: **Fifty-five Thousand Six Hundred Pesos and 00/100 (Php55,600.00)** only.

Kindly signify your conformity with the letter by signing on the space below.

BY THE AUTHORITY OF THE CITY MAYOR

Very truly yours,

ATTY ANNALIZA A. QUILIOPE
ALFRED S. ROMUALDEZ
City Mayor

Conforme : 
JANICE T. RABARA

Contractor : Need Ink sales & Services

Date : 6/5/25