



Republic of the Philippines  
**TARLAC STATE UNIVERSITY**  
 Romulo Blvd., San Vicente, Tarlac city  
 Telefax (045) 606-8157 Website: www.tsu.edu.ph

**NOTICE OF AWARD**

February 1, 2024

**MS. ESMER F. BARTOLOME**  
**CRAYOLA ATBP. (STAPLER'S INC.)**  
 F. Tañedo St., San Nicolas, Tarlac City

Dear Ms. Bartolome:

After careful evaluation by the Bids and Awards Committee (BAC) following the Republic Act 9184 and through their recommendation, we are happy to notify you that the Quotation of **CRAYOLA ATBP. (STAPLER'S INC.)** for the project: **VARIOUS OFFICE SUPPLIES** specifically item nos. 23 & 55 contained in PR# 2023-12-490 with an amount equivalent to **Ten Thousand Three Hundred Pesos (Php 10,300.00)**, has been accepted.

You are therefore required to deliver the items within **Thirty (30)** calendar days upon signing the Purchase Order. Failure to deliver the items as indicated in the Purchase Order shall constitute a sufficient ground for penalty of one-tenth (1/10) of one percent (1%) for every day of delay.

Your interest in this opportunity is highly appreciated and we look forward to the satisfactory performance of your obligation under this Project.

Very truly yours,

**DR. ARNOLD E. VELASCO**  
 President

Conforme:

**MS. ESMER F. BARTOLOME**  
**CRAYOLA ATBP. (STAPLER'S INC.)**  
 F. Tañedo St., San Nicolas, Tarlac City  
 Date: 2-5-24