



## NOTICE OF AWARD

DEC 15 2025

**GUILLERMO G LAURO JR.**

Proprietor

**GGL Office and School Supplies Trading**

1<sup>st</sup> Floor, Bolonio-Valdez Bldg.

D. Silang St., Barangay 10

Batangas City

Dear **Mr Lauro**:

We are happy to notify you that items listed in Annex "A" hereof, for the project, entitled: **"SUPPLY/DELIVERY OF VARIOUS ORDINARY OR REGULAR OFFICE SUPPLIES, MACHINERY AND EQUIPMENT NOT AVAILABLE IN THE DBM-PS FOR USE OF PMO BATANGAS AND COA"** is awarded to **GGL OFFICE AND SCHOOL SUPPLIES TRADING** in the amount of **TWO HUNDRED SEVENTY ONE THOUSAND TWO HUNDRED FORTY EIGHT PESOS (PHP 271,248.00) PHILIPPINE CURRENCY** inclusive of 12% VAT.

You are hereby required enter into contract/purchase order with Philippine Ports Authority within ten (10) days from receipt hereof.

Please sign on the "Conforme" hereof and **return to us copy of the same within three (3) calendar days.**

Failure to comply with the above instructions shall constitute sufficient ground for the cancellation of this award.

Very truly yours,

  
**AURORA A MENDOZA**  
Port Manager

Conforme:

**GUILLERMO G LAURO JR.**

GGL Office and School Supplies Trading

Date: \_\_\_\_\_

Project Title:

SUPPLY/DELIVERY OF VARIOUS ORDINARY OR  
REGULAR OFFICE SUPPLIES, MACHINERY AND  
EQUIPMENT NOT AVAILABLE IN THE DBM-PS FOR  
USE OF PMO BATANGAS AND COA



Reference No:

BAC-BGS-004B-D-2025 BAC-BGS-009C-C-2025

Delivery Site:

PPA Administration Building, Port Access Road, Calicanto, Batangas City

Supplier:

GGL OFFICE AND SCHOOL SUPPLIES TRADING

Contract Amount:

PHP 271,248.00

| Item No.                       | Qty. | Unit | Items Description/Specification                                                                                                 | GGL OFFICE AND SCHOOL SUPPLIES TRADING |            |
|--------------------------------|------|------|---------------------------------------------------------------------------------------------------------------------------------|----------------------------------------|------------|
|                                |      |      |                                                                                                                                 | Unit Cost                              | Amount     |
| 10                             | 2    | box  | Clip, Backfold, 41 mm 12 pieces per box                                                                                         | 43.00                                  | 86.00      |
| 12                             | 195  | box  | Continuous Form 4 Ply , 280 mm X 241mm, carbonless, thickness-0.062mm min. each sheet (1000 sheet per box) Colored              | 1,350.80                               | 263,406.00 |
| 88                             | 1    | unit | Corkboard (L: 1.5ft x 2ft)                                                                                                      | 388.00                                 | 388.00     |
| 89                             | 6    | unit | Calculator, 12 digits. Regular percentage calculations. Dual power supply, Extra large display. Dim (DxWxH): 160.4x164.5x44.2mm | 648.00                                 | 3,888.00   |
| 90                             | 10   | unit | Cutter, stainless steel, Dim: 6.2 x 1.4 x 0.7 inches, Blade size: 18mm                                                          | 348.00                                 | 3,480.00   |
| TOTAL CONTRACT AMOUNT (in Php) |      |      |                                                                                                                                 |                                        | 271,248.00 |