



## NOTICE OF AWARD

### FIRST DATA CORP.

3<sup>rd</sup> Floor Citibank Center

8741 Paseo De Roxas, 1209 Makati City

Contact No.: (02) 8893 6657

Email Address: [fdc@first-datacorp.com](mailto:fdc@first-datacorp.com) / [desseriea@first-datacorp.com](mailto:desseriea@first-datacorp.com).

Attention: **MS. DESSERIE ASUNCION**

Authorized Representative

Dear **Ms. Asuncion**:

We are pleased to inform you that your quotation for the procurement of the following item under **QN 2025-004 FEB (1<sup>ST</sup> canvass)** with the total bid price of Twenty Four Thousand Six Hundred Seventy Pesos (**₱ 24,670.00**) has been determined to be the **Single Calculated and Responsive Quotation**:

Item No.	Qty.	Unit	Item Description	Bid Price
1	10	Licenses	<b>Microsoft 365 Subscription</b> <b>One (1) Year Microsoft 365 License Subscription</b> <ul style="list-style-type: none"><li>• Host email with a 50 GB mailbox and custom email domain address</li><li>• Create a hub for teamwork to connect your teams with Microsoft Teams</li><li>• Access web versions of Office apps</li><li>• Store and share files with at least 1 TB of OneDrive cloud storage per user.</li><li>• Host online meetings and video conferencing for up to 300 users.</li><li>• Get help anytime with around-the-clock phone and web support from Microsoft.</li></ul> Renewal or Activation on 02 May 2025.	24,670.00
			Grand Total	<b>₱24,670.00</b>

X-----X

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

Kindly submit your Bank Account No. and other bank details. Further, suppliers shall shoulder the cost of transferring payment from this Office's Servicing Bank (Landbank) to other Servicing Banks, pursuant to DBM Circular Letter No. 2018-14 dated December 2018.<sup>1</sup>

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

Very truly yours,



**CORNELIO L. SOMIDO**

Officer-in-charge, Overall Deputy Ombudsman  
for Finance and Administrative Matters  
(per Office Order No. 221, series of 2024)

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

1

JD

Received by:

  
Desserie Asuncion

(Signature above printed name)

March 19, 2025

(Date and time of receipt)

*\*Kindly fax/email to sender to acknowledge receipt*

*QN-2025-004 FEB awarded to FIRST DATA CORP.*

<sup>1</sup> Re: Updated Guidelines in the Implementation of the Modified Direct Payment Scheme (MPDS) Due Creditors/Payees.