

29 October 2025

Mr. ROD S. TAN
General Manager
RST-827 Construction
MA-198 Tan Building, Wayside
Puguis, La Trinidad, Benguet

Dear Mr. Tan:

We are pleased to inform you that JHMC is hereby awarding the contract to **RST-827 CONSTRUCTION** for the **PROCUREMENT OF IMPROVEMENT OF THE JHMC OFFICE BUILDING AT THE FORMER IHG OFFICE** for the total amount of **ONE MILLION FOUR HUNDRED TWENTY-FOUR THOUSAND NINE HUNDRED FOUR PESOS (Php1,424,904.00)**, inclusive of all applicable taxes, to be completed within one (1) year from the date of effectivity of the Notice to Proceed.

You are therefore required **within ten (10) calendar days** from receipt of this Notice to submit the following documents, which form part of the contract as per the IRR of RA12009:

1. **Performance Security (valid for 1 year)** in an amount equal to a percentage of the total contract price in accordance with The Implementing Rules and Regulations of Republic Act No. 12009, or The New Government Procurement Act, as provided for in Section 68.4 thereof:

Section 68.4. The performance security shall be in the form chosen by the Procuring Entity and in the amount not less than the required percentage of the total contract price in accordance with the following schedule:

Form of Performance Security	Amount of Performance Security (Not less than the required percentage of the Total Contract Price)
a) Cash or cashier's/manager's check issued by a Universal or Commercial Bank.	
b) Bank draft/guarantee or irrevocable letter of credit issued by a Universal or Commercial Bank. Provided, however, that it shall be confirmed or authenticated by a Universal or	Ten percent (10%)

Form of Performance Security	Amount of Performance Security (Not less than the required percentage of the Total Contract Price)
Commercial Bank, if issued by a foreign bank.	
c) Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security.	Thirty percent (30%)

Failure to provide the required Performance Security within the period above-stated shall constitute a sufficient ground for the cancellation of this award and the forfeiture of your Bid Security.

1. Construction Safety and Health Program (CSHP), duly approved by the Department of Labor and Employment (DOLE),
2. Contractor's All Risk Insurance (CARI)
3. Construction Schedule and S-curve with PERT/CPM
4. Manpower Schedule
5. Equipment Schedule
6. Construction Methodology

For further inquiries and/or concerns, please contact us through the Project Management Division: 074-422-4360 or visit us at JHMC Office Complex, John Hay Special Economic Zone, Camp John Hay, Baguio City.

Kindly submit the above requirements within the given period to the **ASD-GSD Procurement Unit** located at the JHMC Office Complex, John Hay Special Economic Zone, Camp John Hay, Baguio City.

Please acknowledge receipt and acceptance of this Notice by signing the three (3) copies on the space provided below and returning the two (2) copies to JHMC.

Truly yours,

MANJIT T. SINGH REANDI

President and Chief Executive Officer

I acknowledge receipt of this Notice on: Oct 29, 2025
 Proprietor/ Authorized Representative of the Bidder: Rool S. Tan
 Signature: _____