



February 1, 2024

To: PhilGEPS/A025IATF

*Subject: Justification for the full implementation of Supply and Delivery of Equipment for the DOST-Funded Research on Water Desalination*

Dear Sir/Madame:

Greeting of peace and prosperity!

In relation to the delayed implementation of the contract for the Supply and Delivery of Equipment for the DOST-Funded Research on Water Desalination, bearing PR NO. MC02023-10-958. The said contract has been duly received by Sun East Asia Corporation and subsequently presented to the office of the Company President in Manila. Regrettably, the finalization process was impeded as we awaited the return of the physical copy of the documents sent to the corporation.

The university has diligently waited for the issuance of the bank guarantee, crucial for supporting the release of the Notice to Proceed (NTP). This delay in acquiring the necessary documentation has hindered our ability to promptly sign and return the documents to your esteemed institution.

Despite exhaustive efforts to expedite the retrieval of the required documents, our endeavors have proven unsuccessful, leading to non-compliance with the awarding process in PhilGEPS.

We earnestly seek your prompt attention to this matter, and your cooperation in resolving this situation expeditiously would be immensely appreciated.

Thank you for your understanding and consideration in this regard.

Prepared by:

  
**MARY GRACE C. FORBES**  
OIC - Secretariat, Bids and Awards Committee

Reviewed and noted:

  
**REV. FR. EDGARDO S. SIGUA**  
Chairperson, Bids and Awards Committee

### Our Vision

*An inclusive and sustainable University recognized for its global and academic excellence by 2030.*

### Our Mission

*To develop innovative leaders and empowered communities by delivering transformative instruction, research, extension and production through Change Drivers and responsive policies.*



February 1, 2024

To: PhilGEPS/AO25IATF

*Subject: Justification for the full implementation of Supply and Delivery of five (5) units of Service Vehicle at BPSU - Main Campus*

Dear Sir/Madame:

Greeting of peace and prosperity!

In relation to the delayed implementation of the contract pertaining to the Supply and Delivery of Five (5) Units of Service Vehicles at the Main Campus, identified under PR NO. MC02023-11-1102 has been duly received by Toyota Bataan Inc. and was subsequently presented to our office.

Regrettably, the finalization process has been impeded as we await the return of the physical copy of the documents that were handed over to the said entity.

Despite our concentrated endeavors to expedite the retrieval of essential documents and adhere to the awarding procedures prescribed by PhilGEPS, we faced difficulties in accelerating this process. Consequently, meeting the PhilGEPS awarding requirements within the designated timeframe, which concluded on January 31, 2024, proved unattainable.

Your prompt attention to this matter is earnestly solicited, and we kindly request your understanding of the circumstances surrounding the delay.

Thank you and more power.

Prepared by:

MARY GRACE C. FORBES

*OIC - Secretariat, Bids and Awards Committee*

Reviewed and noted:

REV. FR. EDGARDO S. SIGUA

*Chairperson, Bids and Awards Committee*

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