**NOTICE OF AWARD**

(Date)

**(CONTRACTOR)**

(Position)

(Company Name)

(Address)

Dear Sir/Madam:

Please be informed that, after thorough evaluation of proposals from **(number of contractors)** contractors last **(date)**, the project **(name of project)** is hereby awarded to your company.

Accordingly, you may visit the office on **(date)**, **(time)** for the contract signing. Likewise, please coordinate with AVEGA Purchasing staff for further details.

Please acknowledge acceptance of this notice by accomplishing the blank spaces provided below.

Very truly yours,

**Mr. Alec N. Vega**

President

**Recommended by:**

|  |
| --- |
| **(Position)** |
| **(Position)** |
| **(Position)** |
| I acknowledge receipt of this Notice on | |  |
| Name of the Representative of the Bidder | |  |
| Signature of the Representative of the Bidder | |  |