*LETTERHEAD & LOGO OF AGENCY*

2 January 2013

*SUSPENSION ORDER NO. \_\_\_\_\_\_*

NOTICE OF DECISION

Pursuant to Section 69.1 of the Revised Implementing Rules and Regulations of Republic Act No. 9184 and the Uniform Guidelines for Blacklisting of Manufacturers, Suppliers, Distributors, Contractors and Consultants (Government Procurement Policy Board Resolution No. 09-2004) and upon recommendation of *Agency BAC,* the *HOPE*, under *Resolution No.\_\_\_\_\_\_\_\_\_\_\_* dated \_\_\_\_\_\_\_\_\_\_\_ finding reasonable cause to suspend the *Manufacturer/Supplier/Distributor/Contractor/Consultant* hereafter stated, hereby issues this Suspension Order to:

1. Name and Address of the Suspended Entity

*[Insert Name of Suspended Entity]*

*[Insert Address of Suspended Entity]*

1. Name of Project

*[Insert Name of Project]*

1. Location of Project

*[Insert Location of Project]*

1. Offense Committed

*[Insert Offense Committed* *(Refer to Grounds under Competitive Bidding Stage)]*

1. Sanctions Imposed:

Disqualification from participating in the procurement activities of *Agency* upon receipt of this notice until the period of motion for reconsideration and protest, and shall terminate upon reversal of the decision by the HOPE or appellate authority.

If no motion for reconsideration or protest is filed, the decision shall become final and executory after the lapse of seven (7) calendar days from the receipt of said decision, and a Blacklisting Order shall be issued pursuant thereto.

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Signed by the Head of the Procuring Entity (HOPE)

Received by:

Designation:

Date: