

NOTICE TO PROCEED

27 April, 2023

Mr. Erwin C. Manarpiis
President
OTUS COPY SYSTEMS, INC.
10F MG Tower
#75 Brgy. Daang Bakal
Shaw Blvd., Mandaluyong City

Sir:

The attached Agreement, having been approved, Notice is hereby given to **OTUS COPY SYSTEMS, INC.** for the **Two (2) Year Contract for the Rental of Six (6) Digital Multifunctional Photo Copier Machines for the PICC Offices (APP No. 2023-MC-84)**, in the amount of **Four Hundred Two Thousand Pesos (P 402,000.00), per year, VAT Inclusive.** The contract period shall be from *May 1, 2023 to April 30, 2025.*

Thus, you are responsible to effect the services enumerated under the Terms of Reference and in accordance with the Implementation Schedule. You may coordinate with the PICC authorized representative, **Mr. Glenn L. Pelonio, Assistant Director, FPD at 8789-4789 loc. 7067,** for other details of the service.

Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below. Keep one copy and return the other to the Office of the BAC Secretariat.

Very truly yours,



RENATO B. PADILLA
General Manager

I acknowledge receipt of this Notice on APRIL 27, 2023

Name of the Representative of the Bidder: ERWIN C. MANARPIIS

Authorized Signature:  _____