

## Notice of Award

20 April, 2023

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

Sir:

We are pleased to inform you that the offer you submitted 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), VAT Inclusive**, is hereby accepted. The contract period shall be from *May 1, 2023 to April 30, 2025*.

You are hereby required to provide within ten (10) calendar days the Performance Security in any of the following:

- a. Cash or Cashier's check/Manager's check or Bank draft/guarantee issued by a Universal or Commercial Bank in the amount of **P 20,100.00**, which is equivalent to five percent (5%) of the contract price.
- b. Surety bond, callable upon demand, in the amount of **P 120,600.00**, which is equivalent to thirty percent (30%) of the Contract Price issued by a surety or insurance company duly certified by the Office of the Insurance Commission as authorized to issue such security.

In furtherance of this award, you are required to signify acceptance of this award by signing in the portion below.

Very truly yours,

  
**RENATO B. PADILLA**  
General Manager

Conforme:

  
**ERWIN C. MANARPIIS**  
(Signature over printed name)

**OTUS COPY SYSTEMS, INC.**

Date: APRIL 20, 2023