



DEPARTMENT OF FOREIGN AFFAIRS  
KAGAWARAN NG UGNAYANG PANLABAS

NOTICE TO PROCEED

APR 01 2019

Sir:


Please be informed that, pursuant to the Notice of Award dated 22 February 2019, signed by the Acting Head of the Procuring Entity, **Otus Copy Systems, Inc.** is hereby given this Notice to Proceed for the Procurement of Lease of Photocopying / Scanning Machine for FY 2019 in the total amount of **Sixteen Million Eighty – One Thousand Pesos (PhP 16,081,000.00)** only, inclusive of all taxes and other lawful charges.

This Notice is issued in accordance with the requirements of Republic Act No. 9184, otherwise known as the "Government Procurement Reform Act of 2003" and shall take effect upon receipt hereof.

Very truly yours,

  
ENRIQUE A. MANALO  
Undersecretary and  
Head of the Procuring Entity

**MR. ERWIN C. MANARPIIS**  
Authorized Representative  
*Otus Copy Systems, Inc.*  
10F MG Tower No. 75 Shaw Blvd.,  
Mandaluyong City

  
received of orig.  
contract