



DEPARTMENT OF FOREIGN AFFAIRS
KAGAWARAN NG UGNAYANG PANLABAS

NOTICE TO PROCEED

05 August 2020

Sir/Madam:

Please be informed that pursuant to the Notice of Award dated 05 August 2020, signed by the Undersecretary for Administration and Head of the Procuring Entity, the **OTUS Copy Systems, Inc.**, is hereby given this Notice to Proceed for the procurement for the lease of five (5) units of desktop computers for the period of August-December 2020 in the total amount of *One Hundred Twenty-Two Thousand Four Hundred Pesos (PhP 122,400.00)* 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".

Very truly yours,

A handwritten signature in black ink, appearing to read "J. Eduardo Malaya".

J. EDUARDO MALAYA

Undersecretary for Administration
and Head of the Procuring Entity

OTUS Copy Systems, Inc.
10F MG Tower
75 Shaw Boulevard
Barangay Daang-Bakal
Mandaluyong City