



DEPARTMENT OF FOREIGN AFFAIRS
KAGAWARAN NG UGNAYANG PANLABAS

NOTICE OF AWARD

1 January 2022

Sir:

Please be informed that, upon the recommendation of the Bids and Awards Committee (BAC) of the DFA, as contained in its Resolution No. NTC PB-27-21 dated 01 January 2022, the Department is awarding to your firm, the Contract on the Lease of Photocopying/Scanning Machine for FY 2022 in the amount Nineteen Million Three Hundred Seventy-Five Thousand Ten Pesos and Seventy Centavos (**PhP 19,375,010.70**) only, including taxes and other lawful charges.

You are hereby required to provide, within ten (10) calendar days from receipt of this Notice of Award, a **Performance Security** in the acceptable form and amount stated in the Bidding Documents of said procurement, as well as sign the Contract within the same period, pursuant to Section 37 of the Revised IRR of RA 9184. Failure to provide the Performance Security or to sign the contract within the prescribed period shall constitute sufficient grounds for the cancellation of the award and forfeiture of the bid security, or bid securing declaration, as the case may be.

Very truly yours,

A handwritten signature in blue ink, appearing to read 'Sarah Lou Y. Arriola'.

SARAH LOU Y. ARRIOLA
Undersecretary and
Head of the Procuring Entity

Mr. Erwin C. Manarpiis
Authorized Representative
Otus Copy Systems, Inc.
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Mandaluyong City