



Republic of the Philippines
Department of Education

NOTICE OF AWARD

July 13, 2024

Date

JENNIFER CALAYAG-UMALI

Authorized Representative

Otus Copy Systems, Inc.

10th Floor MG Tower,
 75 Shaw Blvd., Mandaluyong City

Telephone No.: 02-631-9454

Email Add.: clairebalaguer@yahoo.com

Project No. : **2024-AdmS2(001)-BIII-CB-020**

Project : **Lease Agreement of Photocopying Machines for FY 2024**

ABC : **Php 10,823,340.00**

Dear **Ms. Umali**

We are pleased to notify you that the contract of the above Project is hereby awarded to your firm in the amount of **PHILIPPINE PESOS TEN MILLION, FOUR HUNDRED EIGHTY THOUSAND AND 00/100 (PHP10,480,000.00)** only, inclusive of VAT, detailed as follows:

Lot No.	Description	Quantity/No. of Volume Copies	Approved Budget for the Contract (ABC) In Php
1 lot	Lease Agreement of Photocopying Machines for FY 2024	103 units/ 8,000,000 copies	10,480,000.00

Kindly affix your signature to the space provided below to indicate your formal acceptance of the award.

Please return the original copy of this Notice to the DepEd Procurement Management Service – BAC Secretariat Division, within two (2) calendar days from receipt hereof for contract preparation.



BAC Secretariat Division
 Room M-512, 5th Floor, Mabini Building
 DepEd Complex, Meralco Avenue, Pasig City 1600
 Telephone No.: (02) 8633-9343; 8637-8292
 Email Address: depedcentral.bacsecretariat@deped.gov.ph

Doc. Ref. Code	ProcMs-BACSD-F003	Rev	00
Effectivity	September 20, 2021	Page	1 of 2




Notice, to formally enter a contract with us and submit a Performance Security in any of the following forms:

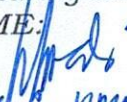
- a. Five percent (5%) of the total contract price in the form of cash; cashier's check or manager's check issued by a universal or commercial bank; bank draft, bank guarantee or irrevocable letter of credit issued by a universal or commercial bank, provided, that it shall be confirmed or authenticated by a universal or commercial bank if issued by a foreign bank; or
- b. Thirty percent (30%) of the total contract price in the form of Surety Bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security.

Failure to enter a contract with us or submit the Performance Security shall constitute sufficient grounds for cancellation of this award.

Failure to submit the above requirements within the required period or a finding against the veracity of any such documents or other documents submitted for the project shall constitute a sufficient ground for cancellation of this award, and imposition of appropriate sanctions.

Very truly yours,


Atty. MICHAEL WESLEY T. POA
Undersecretary and Chief of Staff
Head of Procuring Entity
CONFORME:


JENNIFER C. NIMALI / PROJECT SUPPORT OFFICER

Signature over Printed Name and Position

OTUS COPY SYSTEMS, INC.

Name of the Company

JULY 15, 2024

Date Signed

BACSD/Sabino 