



**NOTICE OF AWARD**

DEC 29 2022

**MS. CLAIRE V. JOSEPH**  
 Authorized Representative  
 OTUS COPY SYSTEMS, INC.  
 10F MG Tower, 75 Shaw Boulevard,  
 Brgy. Daang-Bakal, Mandaluyong City

**Subject: Provision of One (1) Year Lease of Fifteen (15) Units Heavy Duty Photocopying Machines**


Dear Ms. Joseph:

This is to inform you that the National Electrification Administration (NEA) hereby **AWARDS** to **Otus Copy Systems, Inc.** the contract for the Provision of One (1) Year Lease of Fifteen (15) Units Heavy Duty Photocopying Machines in the amount of **Nine Hundred Forty Five Thousand Five Hundred Four Pesos (PhP945,504.00)**. However, the award is subject to the approval of FY 2023 General Appropriations Act.

Accordingly, you are required to provide within ten (10) days from receipt of this Notice of Award, a Performance Security in the form and amount stipulated in the Bidding Document under Section IV, Clause 3 of the General Conditions of Contract and Section 39 of the 2016 revised IRR of RA No. 9184. Failure to provide the required Performance Security shall constitute sufficient ground for the immediate cancellation of this award and forfeiture of the Bid Security and/or enforcement of the Bid Securing Declaration, whichever is applicable.


Please confirm your agreement by signing the space provided below.

Truly yours,

  
**ANTONIO MARIANO C. ALMEDA**  
 Administrator

NATIONAL ELECTRIFICATION  
 ADMINISTRATION  
 Office of the Administrator  
  
 NEA-OA270962

Conforme:

  
**CLAIRE V. JOSEPH**  
 Authorized Representative  
 Otus Copy Systems, Inc.

Date: JAN. 19, 2023