



REPUBLIC OF THE PHILIPPINES
Sandiganbayan
Quezon City

BIDS AND AWARDS COMMITTEE

NOTICE TO PROCEED

September 26, 2019

MR. PAUL RYAN CARINGAL

Authorized Representative

Otus Copy Systems Inc.

10/F MG Tower, No. 75 Shaw Blvd.,

Brgy. Daang Bakal, Mandaluyong City

Dear **MR. CARINGAL**:

The attached Contract having been signed and approved, notice is hereby given to **OTUS COPY SYSTEMS INC.** for the execution of the project:

**Procurement of Rental of Seventeen (17) High Speed
Photocopying Machines for the Sandiganbayan for One (1)
Year (Re-Advertisement)**

You are hereby responsible for performing the terms and conditions provided for under the Contract and in accordance with Section VI. Schedule of Requirements, Bidding Documents of the aforesaid procurement project.

Very truly yours,

MA. TERESA S. PABULAYAN

*Executive Clerk of Court IV and
Chairperson, Bids and Award Committee*

CONFORME/RECEIVED BY:

MR. PAUL RYAN CARINGAL

Authorized Representative

Date: _____