



January 3, 2013

MR. ERWIN C. MANARPIIS
Authorized Representative
OTUS COPY SYSTEMS, INC.
UD9 David II Bldg.
567 Shaw Blvd.,
Mandaluyong City

SUBJECT: NOTICE OF AWARD – Annual Lease Contract for Heavy Duty Copying Machine

Dear Mr. Manarpiis:

Please be notified that the Annual Lease Contract for Heavy Duty Copying Machine has been awarded in your favor per BAC Resolution No. 2012-010 approved on Dec. 20, 2012 in the amount of P0.47/per copy.

Accordingly, you or your duly authorized representative (covered with such authority) are requested to sign the contract upon advise from us.

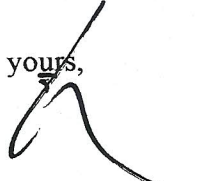
Please be advised further that you are required to provide within seven (7) calendar days from receipt of this Notice, a performance security in the form and the amount in accordance with the following schedule, thus:

<u>Acceptable Forms</u>	<u>Required Amount (in % of the Contract Price)</u>
a) Cash, manager's/cashier's check irrevocable letter of credit, bank draft	Five percent (5%)
b) Bank Guarantee	Ten percent (10%)
c) Surety Bond, callable on demand	Thirty percent (30%)
d) Any combination of the above	Proportionate to share of form with respect to total amount of security

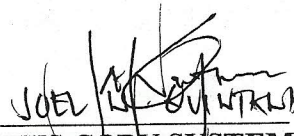
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Within five (5) days from submission of the above document, you are required to execute the contract with our Agency. Failure or refusal on your part to execute said contract or submit the said document within the prescribed period shall be just cause for the cancellation of the award.

Very truly yours,


EDUARDO C. SANTOS
Acting Administrator

Conforme:


OTUS COPY SYSTEMS, INC.

Date; 1-8-13