



Republic of the Philippines

CIVIL AVIATION AUTHORITY OF THE PHILIPPINES

AUG 29 2024

JENNIFER CALAYAG-UMALI

Authorized Representative

OTUS COPY SYSTEMS, INC.

10/F MG Tower, 75 Shaw Blvd.,
Mandaluyong City

NOTICE TO PROCEED

Dear Ms. Calayag-Umali,

In view of the approved Contract amounting to **THREE MILLION TWO HUNDRED EIGHTY-ONE THOUSAND TWO HUNDRED THIRTY-TWO PESOS ONLY (PHP3,281,232.00)** attached herein, **OTUS COPY SYSTEMS, INC.** is hereby notified to proceed with the project entitled ***Procurement of Rental of Photocopier Machine for CAAP Central Office for One (1) Year*** within seven (7) days upon receipt hereof.

By virtue of the Contract, Otus Copy Systems, Inc. is responsible for the delivery of the articles in accordance with the terms and conditions contained therein.

Please acknowledge this notice.

Sincerely,


CAPTAIN MANUEL ANTONIO L. TAMAYO

Director General


THE DIRECTOR GENERAL

Civil Aviation Authority of the Philippines
Pasay City, Metro Manila

Sir:

I acknowledge receipt of this notice on 30th day of August 2024

Conforme:


Jennifer Calayag-Umali
Authorized Representative
Otus Copy Systems, Inc.