

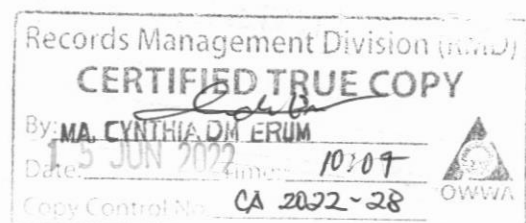
CONTRACT AGREEMENT NO. 2022-17

THIS AGREEMENT made the _____ day JUN 13 2022 2022 between **OVERSEAS WORKERS WELFARE ADMINISTRATION (OWWA)** represented by its **Administrator HANS LEO J. CACDAC** of OWWA Center Building cor. 7th Street and F.B. Harrison St., Pasay City, Philippines (hereinafter called "the Entity") of the one part and **OTUS COPY SYSTEMS, INC.** represented by its **President, Mr. ERWIN C. MANARPIIS** of 10th Floor MG Tower, 75 Shaw Blvd., Mandaluyong City (hereinafter called "the Supplier") of the other part;

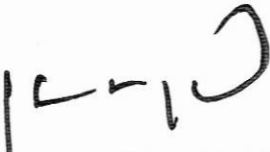
WHEREAS, the Entity invited Bids for certain goods and ancillary services, particularly **Rental of One (1) unit Multifunction Copier Machine** and has accepted a Bid by the Supplier for the supply of those goods and services in the sum of **Sixty Thousand Pesos (Php60,000.00)** or **Five Thousand Pesos (Php5,000.00)** per month (hereinafter called "the Contract Price").

NOW THIS AGREEMENT WITNESSETH AS FOLLOWS:

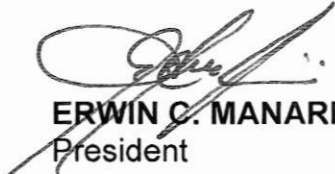
1. In this Agreement words and expressions shall have the same meanings as are respectively assigned to them in the Conditions of Contract referred to.
2. The following documents as required by the 2016 revised Implementing Rules and Regulations of Republic Act No. 9184 shall be deemed to form and be read and construed as integral part of this Agreement, viz.:
 - (a) Terms of Reference;
 - (b) Request for Price Quotation;
 - (c) Eligibility requirements, documents and/or statements;
 - (d) Notice of Award of Contract and the Bidder's conforme thereto;
 - (e) Other contract documents that may be required by existing laws and/or the Entity.
3. In consideration for the sum of **Sixty Thousand Pesos (Php60,000.00)** or **Five Thousand Pesos (Php5,000.00)** per month or such other sums as may be ascertained, **OTUS COPY SYSTEMS, INC.** agrees to the **Rental of One (1) unit Multifunction Copier Machine** in accordance with his/her/its Bid.
4. The **OVERSEAS WORKERS WELFARE ADMINISTRATION (OWWA)** agrees to pay the above-mentioned sum in accordance with the terms of the Bidding.



IN WITNESS whereof the parties hereto have caused this Agreement to be executed in accordance with the laws of the Republic of the Philippines on the day and year first above written.


HANS LEO J. CACDAC
Administrator *apl mg km*

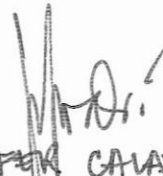
For
**OVERSEAS WORKERS WELFARE
ADMINISTRATION**


ERWIN C. MANARPIIS
President


For
OTUS COPY SYSTEMS, INC.

Signed in the presence of:

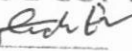


Dir. GERALD "DINDI" M. TAN
Witness


JENNIFER CALAYAG
Witness

CERTIFIED FUNDS AVAILABILITY:


KAREN JOY B. PADDUYAO
Chief, Accounting Division
₱ 60,000.00

OPN - 2022 - 05 - 337

Management Division (MWD)	
CERTIFIED TRUE COPY	
By: MA. CYNTHIA DM. ERUM	
Date: 15 JUN 2022	Time: 10:07 a.m.
Copy Control No.: CA-2022-28	

ACKNOWLEDGMENT

Republic of the Philippines
City of _____) S.S.

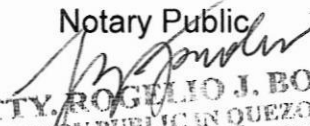
BEFORE ME, a Notary Public for in the City of QUEZON CITY, this JUN 13 day 2022, personally appeared, **Administrator HANS LEO J. CACDAC** representing **OVERSEAS WORKERS WELFARE ADMINISTRATION** with Passport No. S0011238A issued on 23 AUG 2017 at DFA MANILA, and **ERWIN C. MANARPIIS** representing **OTUS COPY SYSTEMS, INC.** with Valid ID No. P5357720A issued on DEC 15, 2017 at DFA NCR EAST, known to me to be the same persons who executed this foregoing instrument and that they acknowledged to me that the same is their own free act and voluntary deed as well as the free act and purposes therein set forth.

- (a) Terms of Reference;
- (b) Request for Price Quotation;
- (c) Eligibility requirements, documents and/or statements;
- (d) Notice of Award of Contract and the Bidder's conforme thereto;
- (e) Other contract documents that may be required by existing laws and/or the Client.

This instrument, consisting of the abovementioned annexes including the page on which this acknowledgement is written and the documents listed below, refers to an Agreement signed by the parties and their instrumental witness at page 2 and on the left hand margin of each and every page thereof.

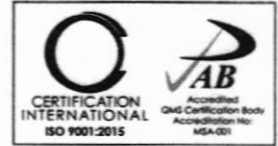
IN WITNESS WHEREOF, I have hereunto set my hand and affixed my notarial seal at QUEZON CITY, Philippines, this JUN 13 day of _____, 2022.

Doc. No.: 426
Page No.: 18
Book No.: XV
Series of 2022

Notary Public

ATTY. ROGELIO J. BOLIVAR
 NOTARY PUBLIC IN QUEZON CITY
 AM Adm. Matter No. 204 June 21, 2021 to Dec. 31, 2022
 IRP O.R. No. 132134 2021 & IRP O.R. No. 132076 MD 2022
 PTR. O.R. No. 2403153 D 13022 / Rol No. 3383277101 174-371-009
 MCLE No. VI-0078883 valid from 12/16/19 until 04/04/22 Quezon City
 Address: 31-B Harvard St., Cebu, C.C.



Republic of the Philippines
OVERSEAS WORKERS WELFARE ADMINISTRATION
Department of Labor and Employment



NOTICE OF AWARD

27 April 2022

Mr. ERWIN C. MANARPIIS
President
OTUS COPY SYSTEMS INC.
10th Floor MG Tower, 75 Shaw Blvd.,
Mandaluyong City

Dear **Mr. Manarpiis**,

Please be informed that your bid proposal dated 07 April 2022 for the **Proposal for the Rental of One (1) unit Multifunction Copier Machine** with the total contract price of **Sixty Thousand Pesos (Php60,000.00)** only, is accepted.

You are hereby required to submit the Omnibus Sworn Statement upon receipt of this Notice within five (5) working days. Your failure to provide the said requirement shall constitute a sufficient ground for cancellation of the award.


Kindly acknowledge receipt and acceptance of this Notice by signing the space provided below and submit a copy to the Procurement and Property Management Division of the Overseas Workers Welfare Administration (OWWA) at Room 301, 3rd Floor, OWWA Center Building, 7th St., corner F.B. Harrison St., Pasay City.

Thank you.

Very truly yours,


HANS LEO J. CACDAC
Administrator

Conforme:


Mr. ERWIN C. MANARPIIS
President/OTUS COPY SYSTEMS INC.
Date: MAY 17, 2022



NOTICE TO PROCEED

Date: MAY 16 2022

Mr. ERWIN C. MANARPIIS
President
OTUS COPY SYSTEMS INC.
10th Floor MG Tower, 75 Shaw Blvd.,
Mandaluyong City

Dear **Mr. Manarpiis**,

The attached Contract Agreement having been approved, notice is hereby given to **OTUS COPY SYSTEMS INC.** that delivery for the **Proposal for the Rental of One (1) unit Multifunction Copier Machine** may commence within **five (5) calendar days** upon receipt of this notice.

Further, the End-User shall evaluate your company's performance on the basis of delivery, prices, quality and/or service.

Please acknowledge receipt and acceptance of this Notice by signing the space provided below and submit a copy to the PPMD of the Overseas Workers Welfare Administration (OWWA) at Room 301, 3rd Floor, OWWA Center Building, 7th St., corner F.B. Harrison St., Pasay City.

Thank you.

Very truly yours,

HANS LEO J. CACDAC
Administrator

I acknowledge receipt of this Notice on JUNE 13, 2022

Mr. ERWIN C. MANARPIIS
President **OTUS COPY SYSTEMS INC.**