

CONTRACT AGREEMENT NO. 2023-25

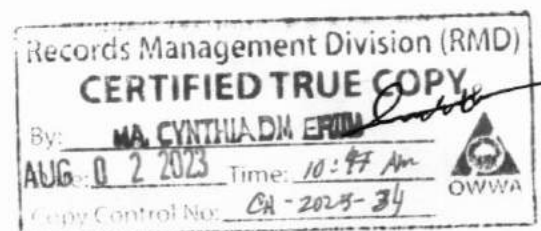
THIS AGREEMENT made the _____ day of AUG 01 2023 between **OVERSEAS WORKERS WELFARE ADMINISTRATION (OWWA)** represented by its **Administrator ARNALDO A. IGNACIO** of OWWA Center Building cor. 7th Street and F.B. Harrison St., Pasay City, Philippines (hereinafter called "the Entity") of the one part and **OTUS COPY SYSTEMS, INC.** represented by its **President, Mr. ERWIN C. MANARPIIS** of 10F MG Tower, 75 Shaw Blvd. 1552 Mandaluyong City (hereinafter called "the Supplier") of the other part;

WHEREAS, the Entity invited Bids for certain goods and ancillary services, particularly **Rebidding for Rental of Four (4) units Full Color Multifunction Copiers and Nineteen (19) units Monochrome (Black) Copiers for OWWA Central Office** and has accepted a Bid by the Supplier for the supply of those goods and services in the sum of **Eight Hundred Thirty-six Thousand Five Hundred Fifty Pesos (Php836,550.00)** (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.:
 - i. Philippine Bidding Documents (PBDs);
 - i. Schedule of Requirements;
 - ii. Technical Specifications;
 - iii. General and Special Conditions of Contract; and
 - iv. Supplemental or Bid Bulletins, if any
 - ii. Winning bidder's bid, including the Eligibility requirements, Technical and Financial Proposals, and all other documents or statements submitted;

Bid form, including all the documents/statements contained in the Bidder's bidding envelopes, as annexes, and all other documents submitted (e.g., Bidder's response to request for clarifications on the bid), including corrections to the bid, if any, resulting from the Procuring Entity's bid evaluation;
 - iii. Performance Security;
 - iv. Notice of Award of Contract; and the Bidder's conforme thereto; and
 - v. Other contract documents that may be required by existing laws and/or the Procuring Entity concerned in the PBDs. **Winning bidder agrees that additional contract documents or information prescribed by the GPPB that are subsequently required for submission after the contract execution, such as the Notice to Proceed, Variation Orders, and Warranty Security, shall likewise form part of the Contract.**



3. In consideration for the sum of **Eight Hundred Thirty-six Thousand Five Hundred Fifty Pesos (Php836,550.00)** or such other sums as may be ascertained, **OTUS COPY SYSTEMS, INC.** agrees to **Rebidding for Rental of Four (4) units Full Color Multifunction Copiers and Nineteen (19) units Monochrome (Black) Copiers for OWWA Central Office** in accordance with his/her/its Bid.
4. The **OVERSEAS WORKERS WELFARE ADMINISTRATION** 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.

[Signature]
ARNALDO A. IGNACIO
 Administrator

[Signature]
ERWIN C. MANARPIIS
 President

For
**OVERSEAS WORKERS WELFARE
 ADMINISTRATION**

For
OTUS COPY SYSTEMS, INC.

Signed in the presence of:

[Signature]
JUAN M. PARCO, JR.
 Witness

 Witness

CERTIFIED FUNDS AVAILABILITY:

[Signature]
MARIA GIEZEL T. LANUZA
 OIC, Accounting Division
 Amount: ₱ 836,550.00
 Mar 1 - Dec 31 2023

OBH: 2023-07-568

Records Management Division (RMD)	
CERTIFIED TRUE COPY	
By: <i>[Signature]</i>	MA CYNTHIA DM ERIB
Date: AUG 02 2023	Time: 10:47 AM
Control No: CA-2023-24	OWWA

copy 2

ACKNOWLEDGMENT

Republic of the Philippines)
City of QUEZON CITY S.S.

QUEZON CITY

AUG 0 1 2023

BEFORE ME, a Notary Public for in the City of _____, this _____ day of _____, personally appeared, **Administrator ARNALDO A. IGNACIO** representing **OVERSEAS WORKERS WELFARE ADMINISTRATION** with Passport No. **S0025945A** issued on **08 SEP 2022** at **DFA MANILA**, and **ERWIN C. MANARPIIS** representing **OTUS COPY SYSTEMS, INC.** with Valid Government Issued ID No. **PASSPORT ID #: P0945279C** issued on **15 JULY 2022** at **DFA MANILA**, 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.

This instrument, consisting of the abovementioned annexes including the page on which this acknowledgement is written and the documents listed above, 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 _____ day of 1 2023, 2023.

ATTY. *Cynthia D.M. Erwin* VILLAREÑA
Notary Public
Notary Public for Quezon City
Until December 31, 2023
PTR No. 3716371 / January 3, 2023 Q.C.
IBP No. 167503 / November 25, 2021 Q.C.
Roll No. 30-57 / 05-03-1980
MCLE VII-0066934 / 09-21-2021
ADM. MATTER No. NP-005 (2022-2023)
TIN NO. 131-942-754-000

Doc. No.: 209
Page No.: 43
Book No.: XXX-A
Series of 2023

Records Management Division (RMD)
CERTIFIED TRUE COPY
By: *Cynthia D.M. Erwin*
AUG 0 2 2023 Time: 10: 57 AM
Copy Control No: CA-2023- 89

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Republic of the Philippines
Department of Migrant Workers
OVERSEAS WORKERS WELFARE ADMINISTRATION

NOTICE OF AWARD

12 July 2023

Mr. ERWIN C. MANARPIIS
President
OTUS COPY SYSTEMS, INC.
10F MG Tower, 75 Shaw Blvd.
1552 Mandaluyong City

Dear **Mr. Manarpiis**:

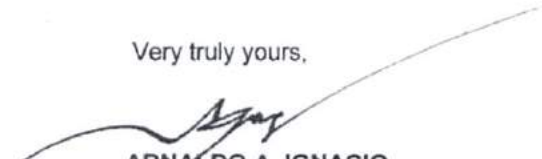
Please be informed that your bid proposal dated 26 June 2023 for the **Rebidding for Rental of Four (4) units Full Color Multifunction Copiers and Nineteen (19) units Monochrome (Black) Copiers for OWWA Central Office** for a contract price of **Eight Hundred Thirty-six Thousand Five Hundred Fifty Pesos (Php836,550.00)** only, has been accepted.

You are hereby required to provide within ten (10) calendar days the performance security in any of the form stated in Section 33 of the Bidding Documents. Your failure to provide the performance security shall constitute a sufficient ground for cancellation of the award and forfeiture of the bid security.

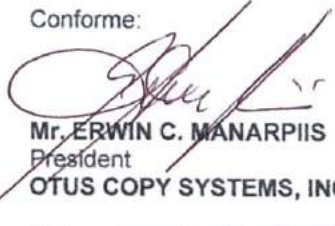
Please acknowledge receipt and acceptance of this notice by signing the space provided below and submit a copy to Procurement and Property Management Division of the Overseas Workers Welfare Administration.

Thank you.

Very truly yours,


ARNALDO A. IGNACIO
Administrator

Conforme:


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

Date: JULY 18, 2023



Republic of the Philippines
Department of Migrant Workers
OVERSEAS WORKERS WELFARE ADMINISTRATION

NOTICE TO PROCEED

Date: JUL 18 2023

Mr. ERWIN C. MANARPIIS
President
OTUS COPY SYSTEMS, INC.
10F MG Tower, 75 Shaw Blvd.
1552 Mandaluyong City

Dear **Mr. Manarpiis**:

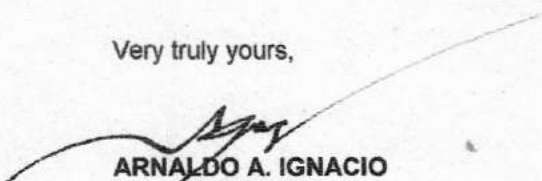
The attached Contract Agreement having been approved, notice is hereby given **OTUS COPY SYSTEMS, INC.** that the service for the **Rebidding for Rental of Four (4) units Full Color Multifunction Copiers and Nineteen (19) units Monochrome (Black) Copiers for OWWA Central Office** may commence within **15 days** upon receipt of this notice.

Relative thereto, your company's performance is being evaluated by the End-User.

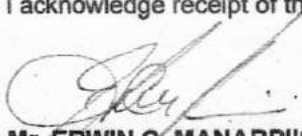
Please acknowledge receipt and acceptance of this notice by signing the space provided below and submit a copy to Procurement and Property Management Division of the Overseas Workers Welfare Administration.

Thank you.

Very truly yours,


ARNALDO A. IGNACIO
Administrator

I acknowledge receipt of this Notice on AUG. 1, 2023


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