



Department of National Defense  
**PHILIPPINE VETERANS AFFAIRS OFFICE**  
*Quality Management System for Adjudication of Pension Claims*  
ISO 9001:2008 Certified



Certificate Number: AJA13/16840

## NOTICE TO PROCEED

2:16 FEB 2018

**MR. JOEY A. FRANCISCO**  
Authorized Representative  
OTUS COPY SYSTEMS, INC.  
10F/ MG Tower, #75 Shaw Blvd.,  
Mandaluyong City

Dear Mr. Francisco:

The attached Contract having been approved, notice is hereby given to **OTUS COPY SYSTEMS, INC.** for the **Rental of 24 Units Monochromatic and 6 Units Full Color Photocopying Machine**, effective 01 March to 31 December 2018.

You are responsible for performing the services in coordination with the General Services and Support Management Division, PVAO under the terms and conditions of the Contract Agreement.

Please acknowledge receipt and acceptance of this Notice by signing both copies in the space provided below. Keep one copy and return the other to the PHILIPPINE VETERANS AFFAIRS OFFICE.

Very truly yours,

**LTGEN ERNESTO G. CAROLINA AFP (RET)**  
Administrator

Conforme:

Date: FEB. 27, 2018