



Republika ng Pilipinas
KAGAWARAN NG KATARUNGAN
Department of Justice
Manila

11 December 2017

Mr. MARK MICHAEL M. MONTEHERMOSO

Senior Account Manager
ADROW CREATIVES, INC.
Unit L 21F Strata 100 Building,
F. Ortigas Road, Pasig City

Dear **Mr. Montehermoso**:

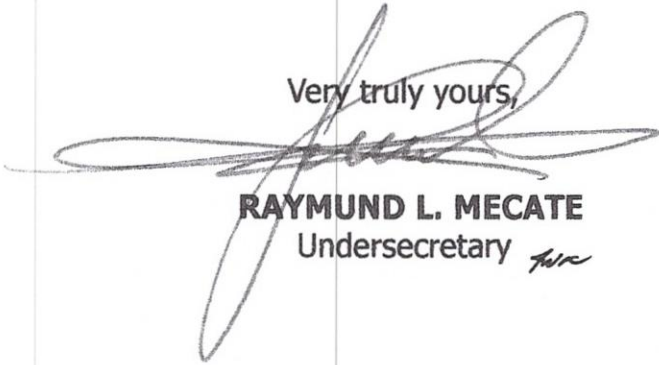
Please be informed that the award of the contract for the production of Office for Alternative Dispute Resolution (OADR) institution video in the total amount of **FIVE HUNDRED SEVENTY EIGHT THOUSAND SEVEN HUNDRED SEVENTY SEVEN PESOS (P578,777.00)**, is hereby given to your firm subject to your submission of the following:

"Performance Security" shall be denominated in Philippine Pesos and posted in favor of this Department which shall be forfeited in the event it is established that the winning bidder is in default in any of its obligation under contract. The performance security shall be in accordance with any of the following schedule:

- a) Cash, cashier's/manager's check, bank draft/guarantee confirmed by a Universal or Commercial Bank, irrevocable letter of credit issued by a Universal or Commercial Bank: Provided, however, that it shall be confirmed or authenticated by a Universal or Commercial Bank, if issued by a foreign bank – Five Percent (5%) of the total contract price; and
- b) Surety bond callable upon demand issued by a surety or insurance company duly certified by the Insurance Commission as authorized to issue such security – Thirty Percent (30%) of the total contract price.

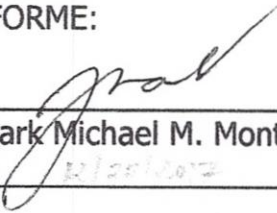
Please sign at the space provided below to signify acceptance of the award and return to this Office with the aforementioned documents.

Very truly yours,



RAYMUND L. MECATE
Undersecretary *RM*

CONFORME:



Mr. Mark Michael M. Montehermoso
Date: 12/20/07