



Republic of the Philippines  
Department of Finance  
**INSURANCE COMMISSION**  
1071 United Nations Avenue, Manila



## NOTICE OF AWARD

28 April 2025

**JENNIFER CALAYAG-UMALI**

Project Support Officer

**OTUS Copy Systems, Inc.**

10/F MG Tower, 75 Shaw Blvd.

Mandaluyong City

Tel. No.: 8667-0848

Dear **Ms. CALAYAG-UMALI**:

We are pleased to notify you that your quotation for **Procurement of Managed Printing Services for the Insurance Commission (Project Reference 2025 – 01 – 017)** in the amount of **Three Million Four Hundred Ninety-Nine Thousand Two Hundred Pesos only (Php3,499,200.00) inclusive of 12% VAT** is accepted.

Please acknowledge receipt and acceptance of this Notice by signing both copies in the space provided below. Please return one copy to the Insurance Commission c/o the Bids and Awards Committee Secretariat.


Thank you.

Very truly yours,

  
**REYNALDO A. REGALADO**  
Insurance Commissioner

## ACCEPTANCE/CONFORME

The undersigned accepts the award of the contract and signifies conformity to enter into a contract with the Insurance Commission for the above requirement.

  
**Ms. CALAYAG-UMALI**  
Project Support Officer

APRIL 29, 2025