



Republic of the Philippines
GOVERNMENT PROCUREMENT POLICY BOARD
TECHNICAL SUPPORT OFFICE

NOTICE OF RENEWAL

18 March 2026

CLAIRE B. JOSEPH

Account Executive

Otus Copy Systems, Inc.
10/F MG Tower 75 Shaw Blvd,
Mandaluyong City
clairebalaquer@yahoo.com

Dear **Ms. Joseph**:

We are pleased to inform you that the contract for the Procurement for the Rental of Digital Photocopier (Black & White and Colored) is hereby renewed for a period of one (1) year in the same amount of **Two Hundred Forty Thousand Nine Hundred Forty Eight Pesos (Php240,948.00)** in accordance with Section 18.2.1 of the Renewal of Regular and Recurring Services of the Implementing Rules and Regulations of Republic Act No. 12009, otherwise known as the New Government Procurement Act.

We appreciate your interest in renewing the contract for the Procurement for the Rental of Digital Photocopier (Black & White and Colored) and we look forward to your satisfactory performance of your obligations under the project.

Very truly yours,

Digitally signed by
Sofia C. Yanto-Abad

ATTY. SOFIA C. YANTO-ABAD

Officer-in-Charge

Received by: /

CLARE B. JOSEPH
(Signature above printed name)

3/23/2026

(Date and Time of receipt)

**Kindly email to sender to acknowledge receipt*



GPPB-TSO Building, Commonwealth Avenue,
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