

REPUBLIC OF THE PHILIPPINES
PRESIDENTIAL COMMUNICATIONS OFFICE
TANGGAPANG PAMPANGULUHAN SA KOMUNIKASYON
Manila

NOTICE TO PROCEED

**QUARTZ BUSINESS PRODUCTS
CORPORATION**

15th Capital House 9th Avenue corner
34th Street Bonifacio Global City Fort
Bonifacio Taguig City, Metro Manila,
NCR, Philippines

Dear Sir/Madam:

The attached contract having been approved, notice is hereby given to you that delivery and installation of the goods shall be made within ten (10) calendar days upon the receipt of this notice for: **Lease of Multipurpose Digital Photocopier Machines for CY 2023 (Early Procurement)** [Procurement/Contract No. 2022-OPS-EPA-003] in the amount of **One Million Two Hundred Thirty-One Thousand Two Hundred Pesos (PHP1,231,200.00)**.

Thus, you shall be responsible for performing the terms and conditions of the Contract and of your accomplished Bidding Documents, and in accordance with the corresponding provisions thereof.

Please acknowledge receipt and acceptance of this notice by signing two (2) copies in the space provided below. Keep one (1) copy and return the other to the Presidential Communications Office.

Sincerely yours

REDACTED

ATTY. CHELOY E. VELICARIA-GARAFIL, MNSA
Head of the Procuring Entity

CONFORME:

REDACTED

(Signature over Printed Name)

Authorized Representative of the
Manufacturer / Supplier / Distributor /
Contractor / Consultant

FEB 16 2023

Date: _____

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