



**NOTICE TO PROCEED**

February 14, 2022

**Mr. Adrian C. Pilapil**  
Sales Manager  
**R4L ENTERPRISES**  
U4 Jasmin St., Villa Severa Townhomes,  
Ramirez Subd., Novaliches Proper, Quezon City  
Phone: (02) 8-563-7494

Dear **Mr. Pilapil**:

Notice is hereby given to **R4L ENTERPRISES** that work may now commence, effective upon the receipt of this notice, for the **"Supply and Delivery of Toner Cartridge"** in the total amount of **One Hundred Fourteen Thousand, Two Hundred Thirteen and 00/100 (Ph114,213.00)**, Philippine Peso, inclusive of VAT.

See attached approved and signed copy of Purchase Order No. **2022-FAG(009)-NPSVP0005-PO0005**.

Please acknowledge receipt and acceptance of this notice by signing in the space provided below and return a signed copy to CIC.

Very truly yours,

**ATTY. BEN JOSHUA A. BALTAZAR**  
President and CEO

**CONFORME:**

Adrian C. Pilapil

R4L Enterprises

February 17, 2022

SIGNATURE OVER PRINTED NAME

COMPANY

DATE