



**NOTICE TO PROCEED**

March 13, 2024

**Ms. Mylene L. Palalay**  
Government Sales Supervisor  
**BUSINESS MACHINES CORPORATION**  
Carson BLDG. 1888 Orense St.,  
Guadalupe Nuevo, Makati City  
Phone: (632) 8-882-3355

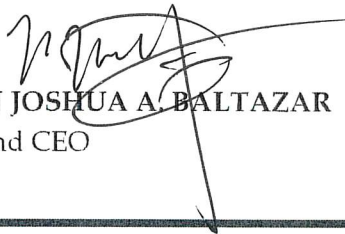
Dear Ms. Palalay:

Notice is hereby given to **BUSINESS MACHINES CORPORATION** that work may now commence, effective upon the receipt of this notice, for the **“Supply, Delivery, and Installation of Brand New Multi-Function Colored Laser Printer Machines and Consumables”** in the total amount of **Four Hundred Eighty-Five Thousand, Four Hundred Fifty and 00/100 (PhP485,450.00)**, Philippine Peso, inclusive of VAT.

See attached approved and signed copy of Purchase Order No. **2024-FAG(029)-NPSVP0007-PO0009**.

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



Mylene Palalay

Government Sales Supervisor March 13, 2024

SIGNATURE OVER PRINTED NAME

COMPANY

DATE