



DEPARTMENT OF FOREIGN AFFAIRS
KAGAWARAN NG UGNAYANG PANLABAS

NOTICE TO PROCEED

MAR 19 2019

Sir:

Please be informed that pursuant to the Notice of Award dated 19 March 2019, signed by the Undersecretary for Policy and Head of the Procuring Entity, the ***Philcopy Corporation*** is hereby given this Notice to Proceed to lease two (2) heavy duty paper shredders in the total amount of *One Hundred Eight Thousand Pesos* (PhP 108,000.00) only, inclusive of all taxes and other lawful charges.

This Notice is issued in accordance with the requirements of Republic Act No. 9184, otherwise known as the "Government Procurement Reform Act of 2003".

Very truly yours,

A handwritten signature in black ink, appearing to read "Enrique A. Manalo".

ENRIQUE A. MANALO

Undersecretary for Policy and
Head of the Procuring Entity

Francis E. Lachica
Product Specialist
Philcopy Corporation
793 JP Rizal Avenue
Makati City