



March 25, 2022

NOTICE TO PROCEED

EPARTNERS SOLUTIONS INC.

Unit 2506 Prstige Tower, Don F. Ortigas Jr. Road
Brgy. San Antonio, Pasig City

THRU: MS. CARINA ABRENICA

Authorized Representative
ePartners Solutions Inc.

Dear **Ms. Abrenica**,

The attached **Purchase Order / Contract Agreement** having been approved, notice is hereby given to **EPARTNERS SOLUTIONS INC.** Performance may commence on the Contract for the **Procurement of Supply, Delivery and Testing of Various Printer and Scanner** under Purchase Request No. 2022-01-008 dated 26 January 2022) effective on the date of receipt of this notice:

CFO REQUIREMENT	UNIT COST (In Pesos)	TOTAL AMOUNT (In Pesos)
Supply and Delivery of Various Printer and Scanner:		
5 units ADF Scanner	18,220.00	91,100.00
9 units Multifunction Printer	9,630.00	86,670.00
9 units Laserjet Printer	7,500.00	67,500.00
TOTAL		245,570.00

DELIVERY PERIOD: 30 working days upon receipt of a copy of the Notice to Proceed (NTP)

Upon receipt of this notice, you are responsible for performing the services under the terms and conditions of the Agreement and In accordance with the Delivery schedule.

Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below. Keep one copy and return the other to the **Commission on Filipinos Overseas**.

Very truly yours,


ATTY. WENDELL V. DIMACULANGAN
Head Executive Assistant

I acknowledge receipt of this notice on _____

Name of the Representative of the Bidder _____

Authorized Signature _____

The Head of the Procuring Entity or his duly authorized representative shall issue the Notice to Proceed within three (3) calendar days from the date of the approval of the contract.

