

**NOTICE TO PROCEED**

16 May 2025

**JESIEBELL M. EDAN**

Operation Manager  
Providers Multipurpose Cooperative  
1AH26, Magsaysay, Nanguilian, Isabela  
Region II, Philippines

Dear **Ms. Edan**:

Please be informed that you may now proceed as the Supplier for the contract entitled "**Supply and Delivery of Inks and Toners for The Use of DSWD FO2 For 1st Quarter CY 2025**" with ITB No. **2025-02-0002** and Contract No. **25-05-0004** amounting to **One Million Two Hundred Thirteen Thousand Two Hundred Fifty-Five Pesos and Twenty-Nine Centavos (₱1,213,255.29)** inclusive of all applicable taxes.

This Notice binds you to your bid price proposal, schedule of requirements, technical specifications, and other terms and conditions stipulated in the Contract. Please note that complete delivery of goods shall be made within **30 Calendar days** upon receipt of this notice. Further, we acknowledge receipt of your Performance Security in a form of:

(Please check type of Security)	Form of Performance Security	Amount of Performance Security/ Remarks
	Cash or Cashier's / Manager's Check	
	Bank Draft/Guarantee or irrevocable letter of credit	
✓	Surety Bond	Three Hundred Sixty-Three Thousand Nine Hundred Seventy-Six Pesos and 59/100 (₱363,976.59)

Kindly affix your signature and the corresponding date in the space provided below:

Very truly yours,

  
**LUCIA SUYU-ALAN, RSW**  
Regional Director**CONFORME:****JESIEBELL M. EDAN**

Operation Manager

Date: \_\_\_\_\_

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