



Republic of the Philippines
Department of Finance
INSURANCE COMMISSION
MANILA



NOTICE TO PROCEED

31 March 2017

Ms. MYLENE LOPEZ PALALAY
Government Coordinator
BUSINESS MACHINES CORPORATION
Carson Bldg., Orense cor. Del Carmen Sts.
Guadalupe Nuevo, Makati City
Telephone No.: 882-3355 loc. 129

Dear **Ms. Palalay**:

With the attached Contract Agreement having been approved, you are given notice to completely deliver the items on the **Supply, Delivery and Installation of Dual Card Printer and Consumables** (P.R. No. 2017-02-071) no later than fifteen (15) calendar days upon receipt hereof.

Likewise, you shall be responsible for performing the required services under the terms and conditions of the Agreement, your proposal/quotation dated 17 February 2017 and the Request for Quotation and Terms of Reference published on 15 February 2017.

Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below. Please return one copy to the Insurance Commission c/o the Bids and Awards Committee Secretariat.

Very truly yours,


DENNIS B. FUNA
Insurance Commissioner

CONFORME:

I acknowledge receipt of this Notice on
Name of Authorized Representative
Signature of Authorized Representative

APR 17 2017
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: MYLENE PALALAY
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