



Republic of the Philippines  
 Department of Finance  
**INSURANCE COMMISSION**  
 1071 United Nations Avenue  
 Manila



**NOTICE TO PROCEED**

17 August 2018

**MR. LOIS KEITH JEROME C. AREVALO**  
**Store Operations Support**  
**FAST RETAILING PHILIPPINES, INC.**  
 Bldg. F, SM Corporate Offices, MOA Complex  
 Pasay City

Dear **Mr. Arevalo**:

With the attached Purchase Order having been approved, you are given notice to commence the delivery of **Reversible Jackets for the 2019-2021 Functional Group Planning and Budgeting Activity of the Office of the Commissioner of the Insurance Commission.** (Purchase Request No.: 2018-07-241).

Likewise, you shall be responsible for preparing the required documents and services under the terms and conditions of the Agreement, your proposal/quotation dated 01 August 2018 and the Request for Quotation and Terms of Reference dated 01 August 2018.

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.

Thank you.

Very truly yours,

**DENNIS B. FUNA**  
 Insurance Commissioner

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

: \_\_\_\_\_  
 : LOIS KEITH AREVALO  
 : \_\_\_\_\_  
 :