



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



**NOTICE TO PROCEED**

23 August 2016

**Ms. NORJANA C. ABDULLAH**  
Sales Specialist II  
**MICROGENESIS BUSINESS SYSTEMS**  
2/F Alegria Building Annex, SGS Compound  
2229 Chino Roces Ave.,  
Makati City  
Tel. No. (02) 750-7000

Dear **Ms. Abdullah**:

With the Contract Agreement having been approved, you are given notice to commence the ***Procurement of Services for the Migration of Active Directory Domain Services and Exchange Mail System with Project Reference No. 16-06-178.***

Likewise, you shall be responsible for performing the required services under the terms and conditions of the Agreement and in accordance with the Schedule of Requirements stipulated in the Bidding Documents.

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,

  
**EMMANUEL F. DOOC**  
Insurance Commissioner

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

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: **NORJANA C. ABDULLAH**  
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