



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



NOTICE TO PROCEED

23 June 2025

Mr. ALEJANDRO E. DELA TORRE JR.
Authorized Representative
PROGRESS HOME AND OFFICE FURNISHINGS
73 Panay Ave., Paligsahan
District 4, Quezon City
Contact No: (02) 8374-5411 to 13

Dear **Mr. DELA TORRE:**

With the attached Contract Agreement having been approved, you are given notice to commence delivery for the **Supply, Delivery, and Installation of Brand-New Mobile File Compactor at the Insurance Commission (IC) – Records Section (P.R. No. 2025-03-190).**

Likewise, you shall be responsible for supplying the required products under the terms and conditions of the Agreement and in accordance with the Implementation Schedule.

Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below. Please return one (1) copy to the Insurance Commission c/o the Administrative Division.

Thank you.

Very truly yours,


REYNALDO A. REGALADO
Insurance Commissioner



I acknowledge receipt of this Notice on : 6-24-25
Name of the Representative of the Bidder : ALEJANDRO E. DELA TORRE JR.
Authorized Signature : 