



Republic of the Philippines
Department of Agriculture
SUGAR REGULATORY ADMINISTRATION
Sugar Center Bldg., North Avenue, Diliman, Quezon City, Philippines 1101
TIN 000-784-336

MEMO-BAC-2021-Feb-02

NOTICE TO PROCEED

February 1, 2021

MR. MELVIN F. VICENCIO
Sales Manager
COPYLANDIA OFFICE SYSTEMS CORPORATION
718 Sgt. Bumatay Street,
Plainview,
Mandaluyong City

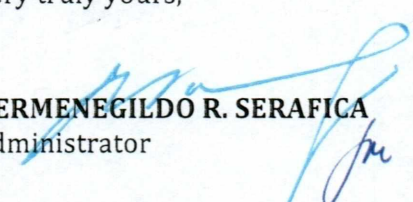
Dear **Mr. Vicencio**:

The attached Contract Agreement (**Purchase Order No. 21-01-030 dated January 25, 2021**) having been approved, notice is hereby given to **COPYLANDIA OFFICE SYSTEMS CORPORATION**, that work may commence on the **SUPPLY AND DELIVERY OF VARIOUS BRAND NEW COPIER MACHINES (Lot No. 1 and Lot No. 2)**, effective upon receipt of this notice.

Thus, you shall be responsible for performing the services 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. Keep one copy and return the other to the **Sugar Regulatory Administration**.

Very truly yours,


HERMENEGILDO R. SERAFICA
Administrator

I acknowledged receipt of this Notice on FEBRUARY 5, 2021

Name of the Representative of the Bidder: MARY JANE B. GARCIA

Authorized Signature: 



Management
System
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