



Republika ng Pilipinas
KAGAWARAN NG KATARUNGAN
Department of Justice
Manila

NOTICE TO PROCEED

Mr. RAMADON C. CABUS

Senior Technical Manager

COPYLANDIA OFFICE SYSTEMS CORPORATION

718 Bumatay Street

Mandaluyong City

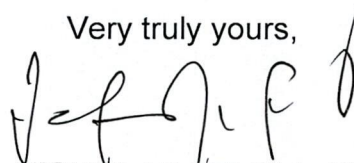
Dear **Mr. Cabus**:

The attached Purchase Order No. 2022-11-105 dated 15 November 2022 in the amount of **Twenty-Three Thousand Four Hundred Ten Pesos (P23,410.00)** for the **purchase of various spare parts for photocopier model Ineo287 for the official use of the Office of the Secretary** having been approved, notice is hereby given to **Copylandia Office Systems Corporation** to proceed with the delivery of goods in accordance with the terms and conditions provided in the said Purchase Order and the schedule requirement herein specified:

| ITEM NO. | DESCRIPTION | QUANTITY/UNIT | DELIVERY PERIOD |
|----------|--|---------------|---|
| 1 | Clutch (A7AH-M205-01) | 2 pieces | Thirty (30) calendar days upon receipt of Notice to Proceed |
| 2 | Roller (A00J-5636-00) | 4 pieces | Thirty (30) calendar days upon receipt of Notice to Proceed |
| 3 | Roller (A5C1-5622-00) | 2 pieces | Thirty (30) calendar days upon receipt of Notice to Proceed |
| 4 | Clutch (A7AH-M204-01) | 1 piece | Thirty (30) calendar days upon receipt of Notice to Proceed |
| 5 | Image Transfer Roller Kit (A7AH-R729-00) | 1 piece | Thirty (30) calendar days upon receipt of Notice to Proceed |
| 6 | Toner Filter (A7AH-R726-00) | 1 piece | Thirty (30) calendar days upon receipt of Notice to Proceed |
| 7 | Ozone Filter (A7AH-R703-00) | 1 piece | Thirty (30) calendar days upon receipt of Notice to Proceed |
| 8 | Roller (A143-PP52-00) | 2 pieces | Thirty (30) calendar days upon receipt of Notice to Proceed |
| 9 | Roller Assy (A7V7-PP31-01) | 1 piece | Thirty (30) calendar days upon receipt of Notice to Proceed |
| 10 | Roller (A143-5631-00) | 1 piece | Thirty (30) calendar days upon receipt of Notice to Proceed |

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 Procurement Management Division.

Very truly yours,



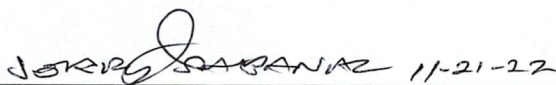
NICHOLAS FELIX L. TY

Undersecretary

Head of the Procuring Entity

As per DO No. 640 dated 10 November 2022

Conforme:

 11-21-22

Printed name and signature of the representative