



Republika ng Pilipinas
KAGAWARAN NG KATARUNGAN
Department of Justice
Manila

NOTICE TO PROCEED

Mr. REIMAR L. FORTUNA
Account Manager
QUARTZ BUSINESS PRODUCTS CORPORATION
15F Capital House Bldg., 9th Ave. cor. 34th Street
BGC, Taguig City

Dear **Mr. Fortuna**:

The attached Purchase Order No. 2023-01-005 dated 19 January 2023 in the amount of **Two Million Five Hundred Fifty-One Thousand Six Hundred Eighty Pesos (P2,551,680.00)** for the **supply and delivery of eighty (80) units of document scanners** having been approved, notice is hereby given to **Quartz Business Products 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	HP Scanjet Enterprise Flow 5000 s5 (6FW09A)	80 units	Ninety (90) 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,

JESSE H.T. ANDRES
Undersecretary

Head of the Procuring Entity
As per DO No. 292 dated 01 July 2022

Conforme:

Printed name and signature of the representative