



K.C.

September 14, 2015

SUAREZ & SONS, INC.
 282 E. Rodriguez Sr. Avenue, Quezon City
 Tel. No. (02) 732-0761 to 62
 Fax No. (02) 732-1303 - 732-1303

PAGCOR
 HUMAN RESOURCE DEVT.
RECEIVED
 BY: MESSAGE CENTER
 9/16

ATTENTION: MS. BELINDA F. DELOS SANTOS - bel.suarezandsons@gmail.com
 Sales & Marketing Officer - 989-3346

Madam:

Subject: **NOTICE TO PROCEED**

This refers to the re-bidding for the Supply and Delivery of Six Hundred Forty – Four (644) Pieces of Eighteen (18) Karat Gold Memento Rings for the Twenty (20) Year Loyalty Awardees for CY 2014 under ITB No. 06-02-2015.

The recommendation for award having been approved and the Purchase Order (P.O.) No. 614 having been duly signed by your authorized representative and of the approving authority of PAGCOR, this Notice to Proceed is being issued for you to commence with the supply and delivery effective on September 16, 2015 based on the following schedule:

First (1 st) Delivery	One Hundred Ten (110) pieces of Eighteen (18) Karat Gold Memento Rings within Twenty-One (21) calendar days from the effectivity date specified in the Notice to Proceed.
Second (2 nd) Delivery	One Hundred Ten (110) pieces of Eighteen (18) Karat Gold Memento Rings within Thirty (30) calendar days from the effectivity date specified in the Notice to Proceed.
Third (3 rd) Delivery	One Hundred Ten (110) pieces of Eighteen (18) Karat Gold Memento Rings within Thirty-Eight (38) calendar days from the effectivity date specified in the Notice to Proceed.
Fourth (4 th) Delivery	One Hundred Ten (110) pieces of Eighteen (18) Karat Gold Memento Rings within Forty-Six (46) calendar days from the effectivity date specified in the Notice to Proceed.
Fifth (5 th) Delivery	One Hundred Ten (110) pieces of Eighteen (18) Karat Gold Memento Rings within Fifty-Four (54) calendar days from the effectivity date specified in the Notice to Proceed.
Sixth (6 th) Delivery	Ninety-Four (94) pieces of Eighteen (18) Karat Gold Memento Rings within Sixty (60) calendar days from the effectivity date specified in the Notice to Proceed.

You may coordinate with Ms. Irene Reyes, Senior Human Resource Officer, Human Resource and Development Department at contact no. 521-1542 local 132, for specific details of the requirement.

Please acknowledge receipt of this letter and fax it back to us at fax number 524-39-11. For any inquiries or clarification, please contact the Bids and Awards Services Department (BASD) at telephone number 521-1542 loc. 617 or 223 and look for Ms. Czarinne Yelena V. Corrales.

Thank you.


Very truly yours,


RODERICK R. CONSOLACION
Chairperson
BIDS AND AWARDS COMMITTEE (BAC) 4

BSB/cvc

Cc: BAC 4
AVP, HRDD
AVP, BASD

Received:


Bawida F. Jones
Printed Name and Signature

Jobs & Mtg. Officer
Position

Date 9/15/2015