

February 28, 2017

PHILCOPY CORPORATION

12B E. Aguinaldo Highway, Sampaloc I
Palapala, Dasmariñas, Cavite
Tel. No. (046)4320310
Fax. No. (046)4320365

ATTN: **MS. SHERYL M. BOLIVAR**
Account Executive

Dear Ms. Bolivar:

Subject: **NOTICE TO PROCEED**

This refers to the public bidding for the Supply and Delivery of Five (5) Lots Various Office Equipment for Casino Filipino-Tagaytay under ITB No. PB16-029TAG-12.

The attached Purchase Contract having been approved, this Notice to Proceed is being issued, for you to complete within Thirty (30) calendar days the supply and delivery of the following lots of the abovementioned project from February 28, 2017.

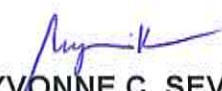
LOT	DESCRIPTION
1	Supply and Delivery of Duplicating Machine (High-End)
3	Supply and Delivery of Duplicating Machine

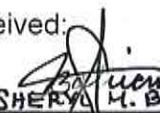
You may coordinate with Mr. Alexander A. Chan, Logistics Management Officer, Logistics Management Section, Casino Filipino - Tagaytay at telephone number (046)413-1506 local 108 for specific details of the requirement.

Kindly acknowledge receipt of this letter and fax it back to us at fax no. (046)413-2163.

Thank you.

Very truly yours,


MARIE YVONNE C. SEVILLA
Chairperson
Branch Bids and Awards Committee (BBAC)
Casino Filipino – Tagaytay

Received: 
SHERYL M. BOLIVAR
Printed Name and Signature

Feb. 28, 2017
Date