



September 30, 2021

COPYLANDIA OFFICE SYSTEMS CORPORATION
F. Cabahug Street, Kasambagan
Cebu City
Tel. No. 032-232-4520

ATTN: **Mr. MELVIN R. CODINA**
Solutions Consultant

Subject: **NOTICE TO PROCEED**

This refers to the Direct Contracting for the **Supply, Delivery and Installation of Various Spare Parts for Existing Photocopier Machine Develop Ineo 363 Unit under DC21-08-005CEB.**


The recommendation for award having been approved and the Service Contract having been duly signed by the approving authority of PAGCOR and your duly authorized representative, this Notice to Proceed is issued for you, to commence within Thirty (30) days from the acknowledgement date of Notice to Proceed.

You may coordinate with Mr. Clarence Uy of Accounting Section at telephone number **032-232-9888 local 5116-5119** for specific details of the requirement.

Please acknowledge receipt of this letter and fax it back to us at fax number 032-268-4989.


Thank you.

Very truly yours,


MA. CONSOLACION A. PASION
Officer-In-Charge / Branch Manager
Casino Filipino - Cebu

Cc: BBAC
End-user
AVP, PD

Received:



Printed Name and Signature

Date
