

NOTICE TO PROCEED

November 28, 2023

MYLENE L. PALALAY

Representative

Business Machines Corporation

Carson Bldg. 1888 Orense St., Guadalupe Nuevo

Makati City

Dear Ms. Palalay:

The attached Purchase Order, having been approved, notice is hereby given that work may commence for the delivery of the following items:

QTY	UNIT	ITEM DESCRIPTION
3	unit	Office Equipment - Paper Shredder
		Item Specification High volume document shredder, strip cut that can shred staples, credit cards, and CDs, auto switch, and auto reverse, with motor overheating protection, shred capacity: 1-26 sheets A4, Shred Size: 3.0mm to 4.0mm, Shred/cutting speed: 6-100mm/sec, Operation: Electronics, Electronic Characteristics: 220V/1 phase/60Hz

Upon receipt of this notice, you are responsible for performing the services under the terms and conditions of the Agreement.

Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below. Keep one copy and return the two other copies to the Procurement Unit of PhilHealth Regional Office – CAR.

Very truly yours,


DOMINGA A. GADGAD, MD, MPA

Regional Vice President /Head of the Procuring Entity

I acknowledge receipt of this Notice on November 29, 2023

Name of Representative Mylene Palalay

Signature 