

## NOTICE TO PROCEED

October 20, 2021

**MS. JERVIN F. PUSO**  
Authorized Representative  
Quartz Business Products Corporation  
15/F Capital House , 9th Avenue, cor  
34th St., Bonifacio Global City  
Taguig City, Metro Manila

Dear **Ms. Puso**:

The attached Contract Agreement having been approved, notice is hereby given to **QUARTZ BUSINESS PRODUCTS CORPORATION** that delivery may commence on the **Supply and Delivery of Ultrabook** effective after the receipt of this notice.

Upon receipt of this notice, you are responsible for performing the services under the terms and conditions of the Agreement and in accordance with the Implementation Schedule.

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 DSWD MIMAROPA Region.

Very truly yours,

  
**FERNANDO R. DE VILLA JR., CESO III**  
Regional Director  
Head of the Procuring Entity

I acknowledge receipt of this Notice on 11/4/21

Name of the Representative of the Bidder: Jervin F. Puso  
Account Manager

Authorized Signature: 