



21 JUNE 2024

**MS. JOANNA MARIE R. ILAW**

Account Executive

**MAPLETREE INCORPORATED/ MEMOXPRESS**

Quintin Parede St. Manila,

Binondo, Metro Manila

**SUBJECT: NOTICE TO PROCEED**

Dear Ms. Ilaw,

This has reference to our award of contract to your company for the **SUPPLY AND DELIVERY OF FIVE (5) TABLET COMPUTERS** in the amount of **Three Hundred Twenty Thousand Pesos (PhP320,000.00)**, exclusive of appropriate EWT and VAT government withholding taxes pursuant to OTC-Bids and Awards Committee Resolution No. 007, series of 2024 which has been accepted and duly approved.

In relation thereto, notice is hereby given to your company that the implementation of the said project shall commence immediately. You are expected to perform the terms and conditions stipulated in the attached contract.

Please acknowledge receipt and acceptance of this Notice by signing at the portion provided below. Keep a copy and return the original copy to this Office at the earliest.

Thank you very much.

Very truly yours,



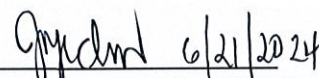
REYMUNDO D.J. DE GUZMAN JR.

Executive Director II

OIC, Office of the Chairperson

Head of the Procuring Entity (HoPE)

*Conformé:*



MS. JOANNA MARIE R. ILAW

Account Executive