



Republic of the Philippines
Department of Agriculture
AGRICULTURAL TRAINING INSTITUTE
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Ref. No. 2020- 12-2338

November 19, 2020

NOTICE TO PROCEED

Ms. ANALISA D. ALVAREZ

Account Officer

METRO PAPER CONVERTER PHILS. CORP

Stuttgart St., Mercedes Business Park

Cainta, Rizal

Contact. Nos.: 7978-7909/0977-812-4060

Email: mpcpc2011@gmail.com

Dear **Ms. ALVAREZ**:

The attached **CONTRACT-AGREEMENT** having been approved, notice is hereby given to **METRO PAPER CONVERTER PHILS. CORP** that work may commence on the **SUPPLY AND DELIVERY OF OFFICE SUPPLIES (BOOKPAPER)** (Ref. No. ITB No. ATI-CO-2020-09 /PhilGEPS Ref No. 7210800) effective one (1) day upon signing of conforme.

With this, 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 Agricultural Training Institute (ATI).

Thank you.

Truly yours,


ALFREDO S. ATON, MPS-DM

Director IV

CONFORME:


Analisa D. Alvarez

Name and signature of the Bidder's Representative

12/9/2020

Date Received

