



Republic of the Philippines
DEPARTMENT OF FINANCE

Roxas Boulevard Corner Pablo Ocampo, Sr. Street
Manila 1004

July 28, 2023

Ms. JESSICA B. GUILLERMO

Account Manager

Quartz Business Products Corporation

15th Floor Capital House, 9th Avenue corner
34th St., Bonifacio Global City, Taguig City

Subject: NOTICE TO PROCEED

Dear Ms. GUILLERMO:

In view of the award of contract to **QUARTZ BUSINESS PRODUCTS CORPORATION**, you are hereby given Notice to Proceed for the supply of Document Scanners for the Department of Finance - IB No. 2023-04-G (the "Contract").

The effective date of the Contract is upon receipt of this Notice.

Very truly yours,


BAYANI H. AGABIN
Undersecretary

CONFORME:



JESSICA B. GUILLERMO

Date: AUG 11 2023