

**NOTICE TO PROCEED
NTP-2024-10-0001**

01 October 2024

MR. REIMAR FORTUNA

Authorized Representative

QUARTZ BUSINESS PRODUCTS CORPORATION

15th Capital House 9th Ave. 34th St. Bonifacio Global City Fort Bonifacio

Taguig City, Metro Manila, NCR, Philippines

Dear **Ms. Fortuna**:

Please be informed that you may now proceed as the Supplier for the contract entitled "**SUPPLY AND DELIVERY OF CONSUMABLE INKS, TONERS AND CARTRIDGE FOR THE USE OF VARIOUS OFFICES OF DSWD FIELD OFFICE III FOR CY 2024 - SECOND POSTING**" with ITB No. GOP/DSWD3-2024-04-0010 and **Contract No. 2024-08-0004** amounting to **Five Million Eight Hundred Thousand Seven Hundred Seventy-Eight Pesos Only (PhP5,800,778.00)** inclusive of all applicable taxes.

This Notice binds you to your bid price proposal, schedule of requirements, technical specifications, and other terms and conditions stipulated in the Contract. Please note that complete delivery of goods shall be made within **60 calendar days** upon receipt of this notice. Further, we acknowledge receipt of your Performance Security in a form of:

(Please check type of Security)	Form of Performance Security	Amount of Performance Security/ Remarks
	Cash or Cashier's / Manager's Check	
✓	Bank Draft/Guarantee or irrevocable letter of credit	Php290,038.90
	Performance Bond/Surety Bond	
	Performance Securing Declaration	

Kindly affix your signature and the corresponding date in the space provided below:

Truly yours,


DIR. VENUS F. REBULDELA
Regional Director

CONFORME:


MR. REIMAR FORTUNA
Authorized Representative
Date: OCTOBER 09, 2024

MMB/ARM/CBD/Paul