

2024-12-2357



Republic of the Philippines
Department of Agriculture

SUGAR REGULATORY ADMINISTRATION

Sugar Center Bldg., North Avenue, Diliman, Quezon City, Philippines 1101
TIN 000-784-336
Website: <http://www.sra.gov.ph>
Email Address: srahead@sra.gov.ph
Tel No. (632) 8929-3633, (632) 3455-2135, (632) 3455-3376

MEMO-BAC-2024-NOV-DB2

NOTICE TO PROCEED

29 November 2024

MR. RICKY DELA PEÑA
Authorized Representative
E-COPY CORPORATION
8537 Zobel Roxas St.,
Brgy. Palanan, Makati City


Dear **Mr. Dela Peña**:

The attached Contract Agreement (**Purchase Order No. 24-11-790** dated **13 November 2024**) having been approved, notice is hereby given to **E-COPY CORPORATION** that work may commence on the **SUPPLY AND DELIVERY OF VARIOUS BRAND NEW DESKTOP COMPUTERS, LAPTOPS, AND PRINTERS - LOT C.6 (NETWORK PRINTER - 7 UNITS)**, effective upon receipt of this notice.

Thus, you shall be 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 **Sugar Regulatory Administration**.

Very truly yours,


HON. PABLO LUIS S. AZCONA
Head of the Procuring Entity (HoPe)
Administrator/CEO

I acknowledge receipt of this Notice on
Name of the Representative of the Bidder
Authorized Signature

: DEC. 04. 2024
: RICKY DELA PEÑA
: [Signature]



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