



Republic of the Philippines  
BATANGAS CITY GOVERNMENT  
P. Burgos St., Batangas City  
Tel. Nos. : 402-2500 TeleFax No: 722-2764  
website: www.batangascity.gov.ph  
Email Address: batangascitysec\_pg@yahoo.com

## NOTICE TO PROCEED

February 06, 2023

**MARK GUDASEN**

Account Executive

**PHILIPPINE DUPLICATORS, INC.**

CCC Bldg. Leviste Ave., Km 15, South Superhighway,  
Paranaque, Metro Manila  
Pallocan West, Batangas City

Dear Sir Gudasen:

The attached Contract Agreement having been approved, notice is hereby given to PHILIPPINE DUPLICATORS, INC. that may commence on the project ***"Supply and Delivery of Toner as requested by the City Planning and Development Office, Batangas City" (Purchase Order No. 2023-040)***, within seven (7) days upon receipt of this Notice.

You are responsible for performing the services under the terms and conditions of the Contract 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 **Batangas City Government**.

Very truly yours,

  
**HON. BEVERLEY ROSE A. DIMACUHA**  
City Mayor <sup>N</sup>  
Head of Procuring Entity

I acknowledge receipt of this Notice on: \_\_\_\_\_

Signature over name of representative: \_\_\_\_\_  
