



REPUBLIC OF THE PHILIPPINES
Sandiganbayan
Quezon City

BIDS AND AWARDS COMMITTEE

NOTICE TO PROCEED

August 11, 2023

MS. DELIZA G. RIDOLOS

Vice President

Pacific Office Solutions, Inc.
Pacific Office Machines Bldg.
28 EDSA, Greenhills,
San Juan City, 1500

Dear **Ms. RIDOLOS**,

The attached Contract having been signed and approved, notice is hereby given to **PACIFIC OFFICE SOLUTIONS, INC.** for the execution of the project:

**1 Lot Procurement of One (1) Lot Four (4) Steno
Writer Machines with Computer Aided
Transcription Software**
(Reference No. SB-BID06-2023)

Upon receipt of this Notice, you shall be responsible for the delivery of the goods under the terms and conditions of the Contract, and in accordance with the Delivery Schedule.

Very truly yours,

MA. TERESA S. PABULAYAN
*Executive Clerk of Court IV and
Chairperson, Bids and Awards Committee*

CONFORME BY:

MS. DELIZA G. RIDOLOS
Authorized Representative
Date: _____