



REPUBLIC OF THE PHILIPPINES
Sandiganbayan
Quezon City

APPROVED FOR POSTING

MA. TERESA S. PABULAYAN
Executive Clerk of Court IV

BIDS AND AWARDS COMMITTEE

NOTICE TO PROCEED

June 6, 2019

MS. KATHRYN ROSE D. REIDENBACH

Authorized Representative
Pacific Office Solutions, Inc.
28 EDSA Greenhills, San Juan City

Dear **MS. REIDENBACH:**

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

**Procurement of Three (3) Units Steno Writers with
Computer-Aided Transcription Software for the Sandiganbayan**

You are responsible for performing the terms and conditions provided for under the Contract and in accordance with Section VI. Schedule of Requirements, Bidding Documents of the aforementioned procurement project.

Very truly yours,

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

CONFORME/RECEIVED BY:

MS. KATHRYN ROSE D. REIDENBACH

Authorized Representative

Date: _____