ATTENTION:

JOEY A. FRANCISCO Senior Sales Manager

U-BIX CORPORATION 1344 Angono Street, Makati City.

## NOTICE TO PROCEED

"Lease of Digital Multi-function Copiers (Monochrome) FY2023"

This serves as your notice to proceed to perform your contractual obligations to supply and deliver the contracted Lease of Digital Multi-function Copiers (Monochrome) (FY 2023 NEP), within the period stipulated in Sec. VI – Schedule of Requirements of the Bidding Documents. You are hereby required to fulfill the terms and conditions stipulated in the attached Contract Agreement.

Makati City, Philippines.

MENARDO NGUEVARRA Solicitor General

JOEY A. FRANCISCO Senior Sales Manager

2onforme

Date Received: 02 24 23

OSG-HA-QF-008 Rev.00 (05 July 2018)