



Republic of the Philippines
DEPARTMENT OF ENERGY
 (Kagawaran ng Enerhiya)



2024-12-202NTP

NOTICE TO PROCEED

MS. PERCY P. GALARCE

Account Manager
 Optimal Systems Distribution, Inc.
 120 E. Rod. Jr. Ave. cor. Ortigas Ave.,
 Brgy. Ugong, Pasig City,
 Metro Manila

Dear Ms. Galarce:

In reference to the approved contract awarded through BAC Resolution No. 601 s. 2024 for the "Procurement for the Supply and Delivery of One Lot Toners and Other Consumables for Lexmark Printers for CY 2024" in the amount of **One Million Seven Hundred Thirty-Two Thousand Four Hundred Two Pesos Only (Php1,732,402.00)**, executed by and between the Department of Energy (DOE) and Optimal Systems Distribution, Inc., we hereby issue this Notice to Proceed (NTP) for Optimal Systems Distribution, Inc. to start the implementation of the contract.

Upon receipt of this NTP, Optimal Systems Distribution, Inc. shall be responsible for completing 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 at the portion provided below.

Please be guided accordingly.

Very truly yours,

FELIX WILLIAM B. FUENTEBELLA
 Undersecretary

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| RECEIVED BY: <u>PERCY GALARCE</u> Signature over Printed Name <u>ACCT. MGR / OPTIMAL SYSTEMS DIST. INC.</u> Position and Company <u>JAN 6, 2024 7:15 PM</u> Date and Time Received |
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