



Republic of the Philippines
Quezon City
OFFICE OF THE CITY MAYOR

3/F Bulwagang Amoranto,
High Rise Building,
Quezon City Hall Compound,
Diliman, Quezon City
Trunkline 988-4242

NOTICE TO PROCEED
Purchase Order No. 2411257

This CONTRACT, therefore, having been approved, copy of which is hereto attached, NOTICE TO PROCEED is hereby given to:

COPYLANDIA OFFICE SYSTEMS CORPORATION
Contractor

With Office Address at
718 Sgt. Bumatay St., Plainview, Mandaluyong City

For the Project
PROCUREMENT OF DIGITAL DUPLICATOR MACHINE

FOR THE PERIOD
JAN 08 2025 **TO** FEB 07 2025

The Project will commence on

JAN 08 2025

ISSUED BY:

MA. JOSEFINA G. BELMONTE
City Mayor

We hereby acknowledge the receipt of the above mentioned Notice

MARY JANE B. GARCIA
(Signature Over Printed Name and Designation)
COPYLANDIA OFFICE SYSTEMS CORPORATION

**SENIOR SOLUTIONS
CONSULTANT**