



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. GS-2603023

The 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 Bumatay Street, Plainview, Mandaluyong City

For the Project
PROCUREMENT OF INK AND MASTER ROLL

APR 14 2026 FOR THE PERIOD TO MAY 14 2026

APR 14 2026

The Project will commence on _____

ISSUED BY:

MA. JOSEFINA G. BELMONTE
City Mayor

We hereby acknowledge the receipt of the above mentioned Notice

MARY JANE D. GARCIA SENIOR SOLUTIONS CONSULTANT
(Signature Over Printed Name and Designation)
COPYLANDIA OFFICE SYSTEMS CORPORATION



Management System
ISO 9001:2015
www.tuv.com
ID: 9000020412



QCG.PD.DMD.F.03