



Republic of the Philippines  
**OFFICE OF THE OMBUDSMAN**  
Agham Road, Diliman, Quezon City 1104

## NOTICE TO PROCEED

**CENTER POINT SALES & TRADING, INC.**  
6/F Sky Tower 1, No. 68 Dasmariñas  
St., Binondo Manila

Attention: **MS. CLYJEN C. PELAYO**  
Administrative Coordinator



Dear **Ms. Pelayo**:

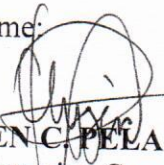
The attached **Contract Agreement No. CA-2018-20** having been approved, notice is hereby given to **Center Point Sales & Trading, Inc.**, to proceed with the implementation of the **Supply and Delivery of Quarterly CY 2018 General Office Supplies Requirement of the Office of the Ombudsman for Lot 1 (General Office Supplies)** (PB 2018-21-Rebidding), effective on the following day after receipt of the Notice to Proceed.

Upon receipt hereof, you are responsible for delivering the goods and services under the terms and conditions of the Agreement and in accordance with the Implementing Schedule.

Please acknowledge receipt and acceptance of this Notice by signing at the "Conforme" portion at the bottom of this page and furnish us with a signed copy hereof.

Very truly yours,

  
**MELCHOR ARTHUR H. CARANDANG**  
Overall Deputy Ombudsman  
Date: \_\_\_\_\_ 

Conforme:   
**CLYJEN C. PELAYO**  
Administrative Coordinator  
Date: Oct 16, 2018