



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

**NOTICE TO PROCEED**

**QUARTZ BUSINESS PRODUCTS CORPORATION**

910 Cityland 10 Tower 1, Ayala Avenue,  
Makati City Metro Manila

Attention: **MS. JERVIN F. PUSO**  
Account Manager/Authorized Representative

**MS. MARIBEL G. DAYOJA**  
Sales Admin Coordinator/Authorized Representative

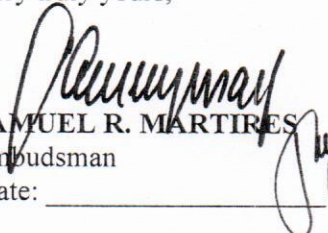
Dear **MS. PUSO and MS. DAYOJA:**

The attached **Contract Agreement No. CA-2019-17** having been approved, notice is hereby given to **Quartz Business Products Corporation**, to proceed with the implementation of the **Supply and Delivery of Various Information Technology (IT) Equipment and Peripherals for the Office of the Ombudsman for Lot 3 and Lot 4 (PB 2019-11)**, 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,

  
**SAMUEL R. MARTIRES**  
Ombudsman  
Date: \_\_\_\_\_

Conforme:

  
**JERVIN F. PUSO**  
Account Manager/Authorized Representative  
Date: 10/4/19

  
**MARIBEL G. DAYOJA**  
Sales Admin Coordinator/Authorized Representative  
Date: 10/04/19