



Republic of the Philippines  
**OFFICE OF THE OMBUDSMAN**  
Sen. Miriam P. Defensor-Santiago Avenue (formerly Agham Road)  
Brgy. Bagong Pag-asa, Diliman, Quezon City 1105

## NOTICE TO PROCEED

**COSMOTECH PHILIPPINES, INC.**  
7761 St. Paul Street, San Antonio Village,  
Makati City  
Email: kevin\_moralde@cosmotech.co.ph  
Contact No.: 8403-9811 to 12 / 09956270534

Attention: **Mr. Kevin R. Moralde**  
Account Manager

Dear **Mr. Moralde**:

The attached Contract of Agreement No. 2024-13 having been approved, notice is hereby given to **COSMOTECH PHILIPPINES, INC.** to proceed with the implementation of **PB 2024-02: Public Bidding for the Supply, Delivery, and Installation of Smart Interactive Board for the OMB-Function Rooms of the Office of the Ombudsman** *within sixty (60) calendar days from receipt of this Notice to Proceed.*

Upon receipt of this notice, you are responsible for performing the services and delivering the goods 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 both copies at the "Conforme" portion in the space provided below. Retain one copy and return the other copy to the Office of the Ombudsman.

Very truly yours,

  
**SAMUEL R. MARTIRES**

Ombudsman

Office of the Ombudsman

Date signed: DEC 06 2024

**CONFORME:**

  
**Mr. KEVIN R. MORALDE**

Account Manager/Authorized Representative

**COSMOTECH PHILIPPINES, INC.**

Date signed: 12-17-2024