



Republic of the Philippines  
**OFFICE OF THE OMBUDSMAN**  
Area Office for the Visayas  
Field Office No. VI 2/F CAP Building  
General Luna St., Iloilo City

**NOTICE TO PROCEED**

**COPYWISE IMAGING SUPPLIES**

Attention: **MR. SKIP G. GUPETEO**

Owner

Brgy. Cuartero, Jaro

Iloilo City 5000

Dear **Mr. Gupeteo**:

The attached **Contract Agreement** (CA No. 2024- ~~10-002~~) having been approved, notice is hereby given to **Copywise Imaging Supplies** to proceed with the **Photocopier Rental One (1) Year Contract** to the Office of the Ombudsman Area Office for the Visayas, Field Office VI, which shall commence after **the delivery and installation of the unit**.

Upon receipt of this notice, you are responsible to perform your obligations under the terms and conditions of the Contract.

Please acknowledge receipt and acceptance of this Notice by signing at the "**Conforme**" portion in the space provided below.

Truly yours,

  
**EANITE F. VARGAS**

Deputy Ombudsman for the Visayas

Date: 11/27/24

Conforme:

  
**MR. SKIP GUPETEO**  
**COPYWISE IMAGING SUPPLIES**

Date: Jan 3 2025 