



TANGGAPAN NG KOMANDANTE
(OFFICE OF THE COMMANDANT)
PAMBANSANG PUNONGHIMPILAN TANOD BAYBAYIN NG PILIPINAS
(National Headquarters Philippine Coast Guard)
139 25th Street, Port Area
1018 Manila

NOTICE TO PROCEED

DEC 31 2024

MS GIANNINA T MIRABUENO

Authorized Representative

803 SUPREME DISTRIBUTION INC.

8 F. Halili St. Bagbaguin, Sta Maria Bulacan

Dear **MS MIRABUENO**:

We are pleased to inform you that the Contract Agreement and Purchase Order for the **Supply and Delivery of Office Supply and Equipment for Bachrach Tenant Units (Lot2)**, that was awarded to you has been signed by the contracting parties.

Thus, we are issuing this Notice to Proceed for you to commence with the **Supply and Delivery of Office Supply and Equipment for Bachrach Tenant Units (Lot2)**, based on the delivery schedule provided in the attached Section VI (Schedule of Requirements) of the Bidding Documents for the project effective from receipt of this notice at the Coast Guard Procurement Service at 2F Bachrach Bldg 1, 23rd St., cor AC Delgado St., Port Area, Manila.

Upon receipt of this notice, you are responsible for performing the supply and delivery of the requirement under the terms and conditions of the **Purchase Order and Contract Agreement**.

You may coordinate with **Deputy Chief of Coast Guard Staff for Logistics, CG-4, National Headquarters Philippine Coast Guard, 139 25th Street, Port Area, Manila** with **contact number: 09455794200** for the specific details of their requirements.

Please acknowledge receipt and acceptance of this notice by signing both copies of this document in the spaces provided below. Keep one (1) copy and return the other to the Office of the Coast Guard Procurement Service at the National Headquarters Philippine Coast Guard. You may send the duly acknowledged copy of this notice physically at the above-stated address or through electronic mail at procurement@coastguard.gov.ph.

Very truly yours,

ADMIRAL RONNIE GIL L GAVAN PCG
COMMANDANT, PHILIPPINE COAST GUARD
Head of Procuring Entity

Conforme

Name of the Representative of the Bidder GIANNINA T. MIRABUENO

Authorized Signature

Date: 20 January 2025

