



**NOTICE TO PROCEED**

30 January 2024

**MR. JOUIELITO D. TORPEZ**  
 Sales Executive  
 Need Ink Sales & Services  
 G/F 146 Pasig Boulevard  
 Brgy. Pineda, Pasig City

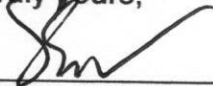
Mr. Torpez:

The attached Contract Agreement having been approved, notice is hereby given to **Need Ink Sales & Services** to render **Supply of Toner/Ink with Free Use of Computer Printers of the FY 2024.**

Thus, you shall be responsible for performing the services under the terms and conditions of the Agreement and in accordance with the Implementation Schedule.


Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below. Keep one copy and return the other to the National Labor Relations Commission.

Very truly yours,

  
 \_\_\_\_\_  
**GRACE E. MANQUIZ-TAN**  
 Chairperson

I acknowledge receipt of this Notice on: FEB. 5, 2024

Name of the Representative of the Bidder: JOUIELITO D. TORPEZ

Authorized Signature:  \_\_\_\_\_