



**Bids and Awards Committee**

**NOTICE TO PROCEED**

November 23, 2020

**JESSIE M. ECHON**  
Ubix Corporation  
1331 & 1334 Angono St.  
Makati City

Dear Mr./Ms. Echon:

This has reference to the Contract for the project:

**Project Title : Lease of Contract for Thirty-Two (32) Units of Digital Copier Machines for SEC Head Office and Extension Offices for a Period of One (1) Year**

**Contract Cost : Two Million Seven Hundred Fifty-Four Thousand Ninety-Seven and 92/100 Pesos (Php2,754,097.92), VAT inclusive**

We wish to inform you that you can now proceed with the implementation of the contract immediately upon the receipt of this Notice to Proceed.

A copy of the executed contract with the annexed Terms of Reference and Production Timetable is enclosed for your reference.

Please coordinate with Officer-in-Charge Marcelo Q. Rabara of the General Services Division of Human Resource and Administrative Department of SEC for the implementation schedule.

Thank you.

Very truly yours,

  
**JAVEY PAUL D. FRANCISCO**  
Commissioner

**CONFORME:**

Name : JESSIE ECHON

Designation : HEAD, RISO BUSINESS

Date : 11/25/2020