



**BATAAN GENERAL HOSPITAL AND MEDICAL CENTER**  
Balanga City, Bataan  
ISO-QMS 9001 Certified



**NOTICE TO PROCEED**

December 3, 2021 /

**PHILCOPY CORPORATION** /  
#2 Aguinaldo St. East Tapinac, Olongapo City

Dear Sir / Madame:

The attached Contract Agreement No. /Purchase Order 21-12-966a having been approved; notice is hereby given to **PHILCOPY CORPORATION** that work may commence for IHOMP use (2021 52<sup>nd</sup> Public Bidding: PROCUREMENT OF IT SUPPLIES AND EQUIPMENT FOR 2022 CONSUMPTION, effective on **December 3, 2021, 2021/30 Calendar days** after the receipt of this notice.

After the receipt of this notice, you are 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 **BGHMC – Procurement Section**

Prepared by:

  
**JAN CARLO FLORENTINO**  
Administrative Assistant I


Checked by:

  
**YOLANDA A. SORIANO-LANSANGAN**  
Procurement Head

Reviewed and Recommended by:

  
**MARJORIE ANNE D. MENA**  
OIC - Chief Administrative Officer

Approved by:

  
**GLORY V. BALTAZAR, MD, MPH, MHA, CEsE**  
Head of Procuring Entity (HOPE)

I acknowledge receipt of this Notice on \_\_\_\_\_

Name of the Representative of the Bidder: \_\_\_\_\_

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

*The Head of the Procuring Entity or his duly authorized representative shall issue the Notice to proceed within seven (7) calendar days from the date of the approval of the contract.*

Posted to PhilGEPS by: \_\_\_\_\_  
Date: \_\_\_\_\_