



Republic of the Philippines
Department of Finance
INSURANCE COMMISSION
1071 United Nations Avenue
Manila



NOTICE TO PROCEED

17 September 2020

Ms. GENEVIEVE A. BURNS
General Manager/Proprietor
G BURNS MARKETING
115 General Menez St. Parang
Marikina City

Dear **Ms. BURNS:**

With the Contract Agreement having been approved, you are given notice to commence delivery for the **Supply, Delivery and Installation of Brand New Air-conditioning Unit and Dismantling of Existing ACU (Project Reference. No. 2020-06-126)**.

Likewise, you shall be responsible for performing the required 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. Please return one (1) copy to the Insurance Commission c/o the Administrative Division or the Bids and Awards Committee (BAC) Secretariat.

Thank you.

Very truly yours,

DENNIS B. FUNA
Insurance Commissioner



I acknowledge receipt of this Notice on : 17 September 2020
Name of the Representative of the Bidder: GENEVIEVE BURNS
Authorized Signature : [Signature]