



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



NOTICE TO PROCEED

Mr. Eric Anthony Andaya
EVERFLO ENTERPRISES
10 Gen. Avenue, GSIS Village
Project 8, Q. C.

Dear **Mr. Andaya**:

With the attached Purchase Order having been approved, you are given notice to commence delivery of the **Small Value Procurement for Customized Shirts for the Conduct of the 2017 Functional Group Planning and Budgeting Activity Of the Technical Services Group and Office of the Commissioner (including Microinsurance and Compliance and Monitoring Divisions)** not later than 12 noon of 07 September 2016.

Likewise, you shall be responsible for performing the required services under the terms and conditions of the Agreement, your proposal/quotation dated 31 August 2016 and the Request for Quotation and Terms of Reference posted on 26 August 2016.

Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below. Please return one copy to the Insurance Commission c/o the Bids and Awards Committee Secretariat.

Very truly yours,

EMMANUEL F. DOOC
Insurance Commissioner

CONFORME:

I acknowledge receipt of this Notice on
Name of Authorized Representative
Signature of Authorized Representative

: 9/8/16
: ERIC ANTHONY ANDAYA
: [Signature]