



REPUBLIC OF THE PHILIPPINES

DEPARTMENT OF AGRARIAN REFORM

Tunay na Pagbabago sa Repormang Agraryo

March 28, 2023

MR. REIMAR L. FORTUNA

Account Manager
Quartz Business Products Corporation
15th Capital House 9th Avenue Corner 34th St.
Bonifacio Global City, Fort Bonifacio
Taguig City

NOTICE TO PROCEED

Dear **Mr. Fortuna**:

Notice is hereby issued to **Quartz Business Products Corporation** for the Lease Agreement for Sixty-Nine (69) units of Brand-New Photocopying machines for CY 2023 for nine (9) months only, from April 1, 2023 to December 31, 2023 for the DAR Central Office, in the amount of **Philippine Pesos Five Million Forty-One Thousand Twenty-Six & 63/100 only (P5,041,026.63)**, inclusive of taxes.

Pursuant to Section VI- Schedule of Requirements of the Bidding Documents and Annex i.i of the Contract Agreement, you shall complete the project within the specified dates upon receipt of this notice.

Please acknowledge receipt and acceptance of this Notice by signing on the space provided below. You may keep a copy of this Notice, provided you return the original within two (2) days from receipt to the DAR, through the BAC Secretariat.

We look forward to a smooth and timely implementation of the service contract.

Very truly yours,


JEFFREY M. GALAN ✓
Undersecretary, FMAO
Head of the Procuring Entity

Acknowledge date of receipt and acceptance of this Notice: April 4, 2023
Name of the Representative of the Bidder: REIMAR Fortuna
Authorized Signature: 