



Republic of the Philippines
OFFICE OF THE PRESIDENT
COMMISSION ON HIGHER EDUCATION
Regional Office III



NOTICE TO PROCEED

October 1, 2024

Ms. Diana Rose E. Trestiza
Authorized Representative
JKN 4 COLORS INK TRADING OPC
Unit 3 2nd Floor 1663 Evangelista St., Cor. Cailles St.,
Bangkal, Makati City

Dear Ms. Trestiza:

Notice is hereby given to **JKN 4 COLORS INK TRADING OPC**, Unit 3 2nd Floor 1663 Evangelista St., Cor. Cailles St., Bangkal, Makati City for the "Procurement of Epson Refill 003 ink, Brothers BTD60BK ink, Brothers BT5000c ink, BT5000m ink, BT5000y ink and Epson T664 ink to replenish the ink (printer) Supplies for the Third Quarter FY 2024" effectively from receipt of this Notice.

From the receipt of this notice, you are fully responsible to perform the services under the terms and conditions specified in the Purchase Order and in accordance with the implementing schedule mutually agreed upon thereof.

Please acknowledge receipt and acceptance of this notice by signing the space provided below.

Very truly yours,

DR. LORA LANDAYAN YUSI
Director IV

CONFORME:

DIANA ROSE E. TRESTIZA
AUTHORIZED REPRESENTATIVE
PRINTED NAME/POSITION

SIGNATURE

10-01-2024

DATE