



06 October 2021

NOTICE TO PROCEED
 ALTERNATIVE MODE OF PROCUREMENT

Mr. SHIELO ALFONSO
 Marketing Associate
Artjohnley Enterprises
 47 Victoria St., Sauyo,
 Quezon City

Dear Mr. Alfonso,

This Notice to Proceed is hereby issued for the following contract details:

Contract Name	: Supply and Delivery of Three (3) pieces Laptop battery for Dell Inspiron 15 and Laptop keyboard for HP Envy Touchsmart 15
Purchase Request No.	: GAA-21-08-11863
Purchase / Work Order No.	: 21-10-172
Total Contract Price	: Php 10,800.00
(inclusive of taxes, import duties and all other charges or fees)	
Total Contract Price in Words	: Ten Thousand Eight Hundred Pesos

Upon issuance of this Notice, your company, **Artjohnley Enterprises** is hereby directed to commence the delivery of items and/or performance of services stipulated in the said Purchase Order which shall become due and demandable in accordance with the delivery schedule stipulated therein.

Please acknowledge receipt and acceptance of this Notice by signing in the space provided below. There are two (2) copies of this document; you may keep one copy and return the other to the Bids and Awards Committee (BAC) Secretariat of the Advanced Science and Technology Institute. Should you have any questions or clarifications, you may reach us at bac-sec@asti.dost.gov.ph.

Respectfully,

FRANZ A. DE LEON, Ph.D.
 Director

DATE OF ISSUANCE:

RECEIVED BY:

 Signature over Printed Name

 Date and Time

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