



11 February 2022

**NOTICE TO PROCEED**  
 ALTERNATIVE MODE OF PROCUREMENT

**Ms. ANNA MAE F. FABREGAS**  
 Parts Sales and Service Rep.  
**Castle Power Solutions Philippines, Inc.**  
 The Gallery Building, 80 E. Rodriguez Jr. Ave.  
 Brgy. Ugong Norte, Quezon City

Dear Ms. Fabregas,

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

Contract Name	: <b>Supply and Delivery of One (1) lot Preventive Maintenance Services for Generator Sets</b>
Purchase Request No.	: <b>GAA-21-12-12949</b>
Purchase / Work Order No.	: <b>22-02-040</b>
Total Contract Price	: <b>Php 344,720.00</b>
(inclusive of taxes, import duties and all other charges or fees)	
Total Contract Price in Words	: <b>Three Hundred Forty Four Thousand Seven Hundred Twenty Pesos</b>

Upon issuance of this Notice, your company, **Castle Power Solutions Philippines, Inc.** 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:

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\_\_\_\_\_  
 Signature over Printed Name

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 Date and Time