



06 January 2022

**NOTICE TO PROCEED**  
 ALTERNATIVE MODE OF PROCUREMENT

**Ms. KRISTINE O. SEE**  
 General Manager  
**K.O.B.S. Customers First Trading Inc.**  
 Rm. 1004 Ray Burton Mansion  
 #1312 Alvarado Extension  
 Tondo, Manila

Dear Ms. See,

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

	Contract Name	:	<b>One (1) year subscription to issue tracking and agile project management tool (50 users) and Other Items</b>
	Purchase Request No.	:	<b>ALAM-21-10-12684</b>
	Purchase / Work Order No.	:	<b>ALAM-22-01-001</b>
	Total Contract Price	:	<b>Php 597,777.76</b>
(inclusive of taxes, import duties and all other charges or fees)	Total Contract Price in Words	:	<b>Five Hundred Ninety Seven Thousand Seven Hundred Seventy Seven Pesos and Seventy Six Centavos</b>

Upon issuance of this Notice, your company, **K.O.B.S. Customers First Trading 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,

*for*  
**FRANZ A. DE LEON, Ph.D.**  
 Director

DATE OF ISSUANCE:

RECEIVED BY:

\_\_\_\_\_

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

\_\_\_\_\_  
 Date and Time