



Republic of the Philippines
Department of Education

NOTICE TO PROCEED

September 11, 2025
 Date

ANGELICA S. STO. TOMAS
 Sales Manager
ELEV8 TRADING AND MARKETING CORPORATION
 6th Floor, Vernida IV Building, 128 L.P. Leviste St.
 Salcedo Village, Brgy. Bel-Air, Makati City
 Email Address: jhanna.sim@elev8trading.com.ph

Project No.: **2025c-AdmS2(015)-BVI-NPSVP-043**
 Project: **Supply and Delivery of Toners and Cartridges**

Dear **Ms. Sto. Tomas**:

The attached **Purchase Order** of the above project for Lot no. 1, bearing no. **2025c-AdmS2(015)-BVI-NPSVP043-P023** in the amount of **PHILIPPINE PESOS TWO HUNDRED EIGHTY-THREE THOUSAND, ONE HUNDRED SIXTY-FOUR and 00/100 (Php283,164.00)** only, having been approved, this Notice is hereby issued to **ELEV8 TRADING AND MARKETING CORPORATION** that the firm's performance of its contractual obligation shall commence effective from the date of receipt of this Notice by the firm.


Therefore, the firm is responsible for performing said obligations in accordance with the terms, conditions, and implementation schedule of the **Purchase Order**.

Kindly acknowledge receipt and acceptance of this Notice by signing in the space provided below.

Very truly yours,


ATTY. JOSEPH CONRAD B. DE RAMA
 Director IV
 Administrative Service
 Head of Procuring Entity

I acknowledge receipt of this Notice on:
 Name of the Representative of the Supplier:
 Authorized Signature:

SEPTEMBER 11, 2025
ANGELICA S. STO. TOMAS


Encl.: As stated

JRP - ABA - JAD - JRY - SLA



BAC Secretariat Division
 Room M-512, 5th Floor, Mabini Building
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