

July 25, 2023

Standard Form No. SF-GOOD-56
Revised on: May 24, 2004

Republic of the Philippines
Philippine Textile Research Institute
Department of Science and Technology
General Santos Avenue, Bicutan, Taguig City
Tel./Fax No. 8371325, 8370744, 8372071 to 80 loc. 2366 & 2373
<http://ptri.dost.gov.ph>

NOTICE TO PROCEED

July 19, 2023

MR. ARCHIEVAL R. ALMENDRAL
Single Proprietorship
MONNEL ENTERPRISE
Blk 8 Lot 17 Ph 8 Berne St., Garden Villas III
Brgy. Ibaba, City of Santa Rosa Laguna

Dear Mr. Almendral:

The attached Contract Agreement, under Purchase Order No. 2307-609 dated July 10, 2023 having been approved; notice is hereby given to **MONNEL ENTERPRISE** that the work may commence on the procurement of 12 books Note Pad (light pink), stick on, 50mm x 76mm (2"x3") (min); 24 pads Note Pad (light blue) stick on, 50mm x 76mm (2"x3") (min); 24 pads Note Pad (light yellow), stick on, 50mm x 76mm (2"x3") (min); 24 pads Note Pad (light pink), stick on, 76mm x 76mm (3"x3") (min); 24 pads Note Pad (light blue), stick on, 76mm x 76mm (3"x3") (min); 24 pads Note Pad (light yellow), stick on, 76mm x 76mm (3"x3") (min); 2 sets Highlighter, desk set (9 fluorescent, 6 pastel), 15pcs/set with the delivery terms as follows.

Contract Effectivity : July 24, 2023
Delivery Terms : 07-10 calendar days
End of Contract : July 31, 2023 – August 03, 2023

Upon receipt of this notice, you are responsible for performing the services under the terms and conditions of the Agreement and in accordance with the Implementation Schedule.

Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below. Keep one copy and return the other to the **PHILIPPINE TEXTILE RESEARCH INSTITUTE**.

Very truly yours,


JULIUS L. DEAÑO, JR.
Director IV

I acknowledge receipt of this Notice on July 21, 2023
Name of the Representative of the Bidder Archival Almendral
Authorized Signature 