OFFICE OF THE GOVERNMENT CORPORATE COUNSEL

NOTICE TO PROCEED

4 August 2020

JOREGLENN S. GOLLOSO
Senior Manager
U-BIX CORPORATION
1331 & 1344 Angono Street
Makati City

Dear Ms. Golloso:

This is to inform you that the Contract for the **"One (1) Lot, Rental of Four (4) Photocopying Machines"** for the Office of the Government Corporate Counsel has been approved by the concerned authorities in the amount of **TWO HUNDRED SIXTY-EIGHT THOUSAND EIGHT HUNDRED PESOS (PhP268,800.00)**.

Accordingly, you are hereby directed to commence the work in accordance with the terms and conditions as stipulated in the Contract, and shall be immediately commenced upon receipt of this letter. The time of completion shall be within thirty (30) calendar days after your receipt of this letter.

Your written acknowledgement of receipt and acceptance of the above together with your advice on your intended date of commencement of the work are requested by return, through signature of your authorized representative in the space indicated below.

Very truly yours,

ELPIDIO J. VEGA
Government Corporate Counsel

U-BIX Corporation hereby notifies the OGCC that it will commence the delivery and installation of the goods on _____ 2020.

JOREGLENN S. GOLLOSO

Date: 8/5/2020