

Republic of the Philippines  
**COMMISSION ON AUDIT**  
Regional Office No. 1  
**BIDS AND AWARDS COMMITTEE**

**NOTICE TO PROCEED**

October 11, 2019

**The Manager**  
**Insystech**  
**San Fernando City, La Union**

**Dear Sir/Ma'am:**

The attached Purchase Order having been approved, notice is hereby given to Insystech delivery may proceed on the Procurement of IT Equipment Line Item No.2 – Printer – WIFI All-in-One Tank (Print, Scan, Copy, Fax with ADF) after receipt of this notice.

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 COA Regional Office No. 1, San Fernando City, La Union.

Very truly yours,

  
**MICHAEL R. BACANI**  
Regional Director

I acknowledge receipt of this Notice on 10-15-19

Name of the Representative of the Bidder MARY DREMMIE

Authorized Signature: 