



Republic of the Philippines  
Supreme Court  
Manila

**BIDS AND AWARDS COMMITTEE FOR GOODS  
AND SERVICES (SC-BAC-GS)**

**NOTICE TO PROCEED**

November 5, 2019

**Mr. MARCELINO C. VIDAL, JR.**  
Business Development Manager  
Columbia Technologies, Inc.  
1136-1146 J. Nakpil Street, Malate II  
Manila

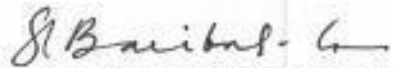
Dear Mr. Vidal:


The attached *Contract for the supply and delivery of Brother TN-2380 Toner Cartridges for Issuance to the Lower Courts* having been signed and approved, this Notice is hereby given to **COLUMBIA TECHNOLOGIES, INC.** in order that performance of the contractual obligations shall commence effective from date of receipt of the Contract.

Therefore, you are now responsible for performing said obligations in accordance with the terms, conditions and the implementation schedule of the Contract.

Please acknowledge receipt and acceptance of this Notice (2 copies) by signing on the space provided below. Keep one copy and return the other copy within two (2) calendar days from receipt hereof to the Supreme Court through its SC-BAC-GS Secretariat, Office of Assistant Court Administrator Lilian C. Barribal-Co, Ground Floor, Supreme Court Old Building, Taft Avenue, Manila.

Very truly yours,

  
**LILIAN C. BARRIBAL-CO**  
Assistant Court Administrator  
and Chairperson, SC-BAC-GS

  
I acknowledge receipt of this Notice on: 11-6-19  
Name of the Representative of the Bidder: Jordan A. Balboa  
Authorized Signature: 