

29 July 2022

**HELEN GRACE L. PASAG**  
Authorized Representative  
**COLUMBIA TECHNOLOGIES, INC.**  
1136-1146 J. Nakpil St., Malate  
Manila

Subject: **NOTICE TO PROCEED**  
*Procurement for the BCDA IT Equipment 2022*

Dear **Ms. Pasag**:


With the approval of Purchase Order (PO) No. 002643, notice is hereby given to **COLUMBIA TECHNOLOGIES, INC.**, to proceed with the Procurement of the BCDA IT Equipment 2022, according to the terms and conditions of the said PO, within 150 calendar days upon receipt of this notice.

Please indicate your concurrence by signing the Notice to Proceed on the space below "Conforme" and return the same upon signing.

Very truly yours,

  
**AILEEN AN. R. ZOSA**  
President and CEO

Conforme:

  
**HELEN GRACE L. PASAG**  
Authorized Representative  
**COLUMBIA TECHNOLOGIES, INC.**  
Date: August 8, 2022