



**Philippine Rice Research Institute**  
Central Experiment Station  
Maligaya, Science City of Muñoz, 3119 Nueva Ecija

Quality Rice. Quality Life.

## NOTICE TO PROCEED

February 17, 2022

**MARIA KATHERINE M. FORTUNO**

Senior Sales Executive

Maitre-D Industrial Sales Corporation

957 J.P. Rizal St. corner San Pablo St. Poblacion, Makati City

Dear Sir/Madam,

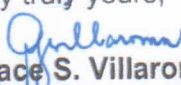
In accordance with our signed Purchase Order/Contract, notice is hereby given to Maitre-D Industrial Sales Corporation to proceed with the Supply and Delivery of Common Supplies - Cleaning/Janitorial (SB 22-01-05) under PO # 2022-02-0080. We will be expecting delivery of the items indicated in the PO not later than 7 calendar day(s) upon receipt of purchase order.

In relation thereto, you are hereby responsible for performing the services or delivering the goods under the terms and conditions of the PO.

Please acknowledge receipt and acceptance of this notice by signing the space provided below. Kindly return a signed copy thru fax ((044) 456-0650), email (pmd-pom@mail.philrice.gov.ph), or courier to the Philippine Rice Research Institute, Procurement Management Division.

Thank you very much.

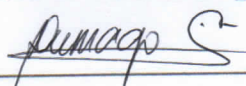
Very truly yours,

  
**Grace S. Villaroman**  
Asst. DH, PMD

## ACKNOWLEDGEMENT

I acknowledge receipt of this Notice on: February 18, 2022

Name of the Representative of the Bidder: Maria Katherine Fortuno

Authorized Signature: 

### For Contract Management Use Only

☐ Issued/Served

☐ Conformed

☐ Delivery Confirmed

☐ Database Updated