



Philippine Rice Research Institute
Central Experiment Station
Maligaya, Science City of Muñoz, 3213 Nueva Ecija

Quantity Rice Quantity Life

NOTICE TO PROCEED

December 28, 2021

CLEO PAULINE MALIBIRAN

Assistant General Manager

SM Agri-Mac Trading

Flores Bldg., Don Manuel Ave., Poblacion, Balanga City, Bataan

Dear Sir/Madam,

In accordance with our signed Purchase Order/Contract, notice is hereby given to SM Agri-Mac Trading to proceed with the Supply and Delivery of Shop Supplies and Agricultural Machineries under PO # 2021-12-0905. We will be expecting delivery of the items indicated in the PO not later than 30 calendar days 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, Rice Engineering and Mechanization Division.

Thank you very much.

Very truly yours,

Glenda DC. Ravelo
Glenda DC. Ravelo
Division Head, PMD

ACKNOWLEDGEMENT

I acknowledge receipt of this Notice on: December 28, 2021

Name of the Representative of the Bidder: CLEO PAULINE S. MALIBIRAN

Authorized Signature: 

For Contract Management Use Only

☐ Issued/Served

☐ Conformed

☐ Delivery Confirmed

☐ Database Updated

A Division of the Department of Agriculture

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