



Date: June 24, 2022

Dear Sir/Madam,

PARTICULARS	DEPT/OFFICE	TOTAL AMOUNT
Procurement of Ink Toner and Cartridges (ALT22-03-0061C)	ISD and TMSD	PhP 6,090.00

For any queries, please coordinate with the Procurement Management Division at telephone number (044) 456-0650.

Very truly yours,

Glenda D. Ravelo
Division Head, PMD

Conforme:

SIGNATURE OVER PRINTED NAME
Gio Trading

Date and Time of Receipt