



**NATIONAL ELECTRIFICATION ADMINISTRATION**  
"The 1<sup>st</sup> Performance Governance System-Institutionalized National Government Agency"  
57 NIA Road, Government Center, Diliman, Quezon City 1100



Management  
System  
ISO 9001:2015

www.tuv.com  
ID 910802030



## NOTICE TO PROCEED

December 3, 2018

**MS. MAGNA P. MERCADO**  
Senior Assistant Vice President  
**U-BIX Corporation**  
1344 Angono Street,  
Makati City

Subject: **Rental of Seventeen (17) Units Photocopying Machines**


Dear Ms. Mercado:

We are pleased to inform you that the Contract for the Rental of Seventeen (17) Units Photocopying has been approved by NEA.

In this regard, you are hereby advised to proceed with the delivery of seventeen (17) plus two (2) back-up units photocopying machines within five (5)-days upon receipt of this Notice. You are required to fulfill the terms and conditions stipulated in the attached approved Contract Agreement. Failure to fulfill any of the obligations under the Contract, shall constrained NEA to enforce Clauses 19 and 23 of Section IV- General Conditions of Contract of the Bidding Document and forfeit your Performance Security.

Please confirm your agreement by signing the space provided below.

Very truly yours,

  
**EDGARDO R. MASONGSONG**  
Administrator

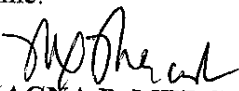
NATIONAL ELECTRIFICATION  
ADMINISTRATION  
Office of the Administrator



NEA-CA258379

*11/9/19*

Conforme:

  
**MS. MAGNA P. MERCADO**  
Senior Assistant Vice President  
**U-BIX Corporation**

Date Received: 11/11/19