



Republic of the Philippines  
Department of Finance  
**PHILIPPINE TAX ACADEMY**

Roxas Boulevard corner Pablo Ocampo Sr. Street,  
Manila 1004

November 23, 2023

**JADE MYNSKIE A. REFUERZO**

Authorized Representative

**QUARTZ BUSINESS PRODUCT CORPORATION**

15<sup>TH</sup> Floor Capital House 9<sup>th</sup> Avenue corner 34<sup>th</sup> Street,  
Bonifacio Global City, Taguig City  
jade.refuerzo@quartz.com.ph

**Subject: NOTICE TO PROCEED**

**Dear Ms. Refuerzo:**

With the approval of Contract Agreement, notice is hereby given to **QUARTZ BUSINESS PRODUCT CORPORATION** that Performance for Lot No. 1 and Lot No. 2 of the **Supply and Delivery of Desktop Computers for the Philippine Tax Academy under Public Bidding 23-07-01 dated August 15, 2023 (Bid Opening)**, shall commence effective upon receipt of this Notice:

<b>Lot No.</b>	<b>Description</b>	<b>Quantity</b>	<b>Total Bid Price</b>
1	Midrange Desktop Computer	20	₱1,187,620.00
2	Low-end Desktop Computer	20	₱1,010,560.00
<b>Total</b>			<b>₱2,198,180.00</b>

Upon receipt of this notice, you are responsible for performing the services under the terms and conditions of the Agreement and in accordance with the Delivery Schedule.

Please acknowledge receipt of this notice by signing on the space provided below.

SIGNATURE REDACTED

Very truly yours,

SIGNATURE REDACTED

**GIL S. BELTRAN**  
President

CONFORME:

SIGNATURE REDACTED

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**Ms. Jade Mynskie A. Refuerzo**  
Authorized Representative

Date of receipt: November 30, 2023

PTA-NTP-058-2023