



GOVERNMENT SERVICE INSURANCE SYSTEM
Naga Branch Office
Del Rosario, Naga City 4400
(054) 4726184 / 4721250

Notice to Proceed

MR. JOEL L. OTARRA
Postmaster General and CEO
Philippine Postal Corporation
3rd Floor, Main Post Office Building
Liwasang Bonifacio, Manila

Dear Mr. Otarra,

Notice is hereby given on the **SUPPLY OF POSTAGE AND METERED STAMPS FOR GSIS NAGA BRANCH OFFICE** for the contract covering the period 01 March 2017 to 31 December 2017.

Upon receipt of this Notice, you will be responsible for performing the services under the terms and conditions of the Contract and the Terms of Reference.

Please acknowledge receipt and acceptance of this Notice by signing both copies on the space provided below, retaining one copy and returning the other to the GSIS Naga Branch Office.

Very truly yours,

JOSELITO C. ROLDAN, SR.
Branch Manager

I acknowledge receipt of this Notice of Award on: _____

Authorized Representative of the Bidder: _____

Signature: _____

