



Republic of the Philippines  
**SOCIAL SECURITY SYSTEM**

East Ave., Diliman, Quezon City  
Tel. Nos. (632) 920-6401 • (632) 920-6446  
E-mail: member\_relations@sss.gov.ph • Web site: <http://www.sss.gov.ph>

## NOTICE TO PROCEED

28 December 2020

**BUSINESS MACHINES  
CORPORATION (BISMAC)**

Carson Building, 1888 Orense Street  
Guadalupe Nuevo, Makati City

**Attention: MS. MYLENE L. PALALAY**  
Government Sales Supervisor

Dear Ms. Palalay:

Notice is hereby given to your company that the award of the project Procurement of Various Office Equipment for CY 2020 (Lot 4: Paper Shredder (Standard)), having been approved, your company may now commence performing its obligation effective upon receipt of this notice. You are responsible for the compliance of the terms and conditions under the Contract and its attached documents.

Please acknowledge receipt and acceptance of this notice by signing both copies of this notice.

Kindly coordinate with Social Security Officer V, Exeo A. Bansil, Jr. of Procurement Planning and Management Division at 2nd Floor SSS Main Office, East Avenue, Diliman, Quezon City with telephone no. 8920-64-01 loc. 5505 for the implementation of the project.

Thank you.

Very truly yours,

**DORENDA M. DASMARIÑAS**  
VP Procurement Management  
Division and Concurrent  
Acting Head BAC Secretariat

I acknowledge receipt of this Notice on December 29, 2020  
Printed Name of the Representative Mylene Palalay  
Designation of the Representative Government Supervisor  
Signature of Authorized Representative

Jeanelyn Asiatan  
12/29/20