



REPUBLIC OF THE PHILIPPINES  
PRESIDENTIAL COMMUNICATIONS OFFICE  
**NEWS AND INFORMATION BUREAU**



**NOTICE TO PROCEED**

June 17, 2024

**MR. JOBERT S. RAMOS**  
Account Manager  
COMMERCE FIRST, INC.  
3F Citibank Center 8741  
Paseo de Roxas, Makati City

**Dear Mr. Ramos,**


In view of the approval of the attached Contract Agreement, notice is hereby given to **COMMERCE FIRST, INC.** that contract implementation on the Bidding of Lot 1 - Subscription of License for Photo Editing Software for One (1) Year, Subscription of License for Video Editing Software for One (1) Year, Subscription of License for Office Productivity Tool 2021 for One (1) Year, and Subscription of License for PDF Reader/ Editor for One (1) Year for the Service Project **“Supply and Delivery for the Procurement of ICT Software”** shall commence effective after the receipt of this notice.

Upon receipt of this notice, you are responsible in performing the delivery as required under the terms and conditions of the said Contract Agreement and in accordance with the implementation schedule provided.


Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below. Keep one copy and return the other to the BAC Secretariat, PCO-NIB Building, Malacañang Compound, J.P. Laurel Street, San Miguel, Manila.

Thank you!

Very truly yours,

  
**LUIS A. MORENTE**  
Director IV/Head  
News and Information Bureau

**CONFORME:**

  
**JOBERT S. RAMOS**  
Account Manager  
Commerce First, INC.

Date June 18, 2024