



Republic of the Philippines  
Department of Science and Technology  
**SCIENCE AND TECHNOLOGY INFORMATION INSTITUTE**

### NOTICE TO PROCEED

05 December 2017

**Ms. ELENITA INCIONG**

President  
EBI PHILIPPINES, INC.  
No. 165 Scout de Guis St.  
Brgy. Sacred Heart, Diliman  
Quezon City  
Tel. No. 928-8045/927-0733

Dear Ms. Inciong:

The attached WO No. 68-2017 having been approved, notice is hereby given to **EBI PHILIPPINES, INC.**, that work may commence on the **Supply and Fabrication of Office Fixtures and Furniture at the Office of the Director, STII Training Room, and DOSTv Studio – PAGASA, Quezon City**, effective seven (7) calendar days after the receipt of this notice.

Thus, you shall be responsible for performing the services under the Important Condition of the Contract Agreement. Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below. Keep one (1) copy and return the other to the Science and Technology Information Institute (STII).

Very truly yours,

**RICHARD P. BURGOS**  
Director

Conforme:

(EBI PHILIPPINES, INC. Representative)

Date: 12/19/17

DOST Complex, Gen. Santos Ave.  
Bicutan, Taguig City  
P.O. Box 080 Taguig, Philippines

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