



## NOTICE TO PROCEED

09 June 2022

**BERNARDITA MAGDALENA G. JAJALLA**  
DPO Director  
MICRODATA SYSTEMS AND MANAGEMENT INC.  
Crystal Bldg. 199 CM Recto St.,  
San Juan City, Metro Manila  
Tel. No. 8705-7777 loc. 8960

**Dear Ms. Jajalla:**

The attached Contract of Agreement No. 2022-008 having been approved, notice is hereby given to **MICRODATA SYSTEMS AND MANAGEMENT INC.**, that work may commence on the **Procurement of DOST-STII Various Software Subscription for CY 2022** effective three (3) calendar days after the receipt of this notice.

Thus, you shall be responsible for performing the services under the Terms and Conditions of the Contract of 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 DOST-Science and Technology Information Institute (DOST-STII).

Thank you.

Very truly yours,

**RICHARD P. BURGOS**  
Director

Conforme:

  
\_\_\_\_\_  
(Representative)

Date : \_\_\_\_\_