

January 25, 2021

Officer in Charge Dae Kyung Phils.

Attn: Ms. Jane Gregorio

Dear Sir/Madam;

Good day!

We in Egate Inc. we remain to be committed of delivering high standards of service to all our customers.

We would like to inform you that today (January 25, 2021) is the deployment of the **HP 7720 with Serial Number: CN95F350KN** in <u>QM Training Department</u> which is A3 paper print to replace old printer for A4 size (HP 8600).

In this regard, P3,000 per month rate for this model is effective upon deployment of the unit. **Note:** Before the existing A4 (HP 8600) printer was charged P2,800.

If you have any further questions or concerns please do not hesitate to reach out.

Sincerely,

Dianne Roxas

Egate Inc., Admin In-Charge

K-gammen