

REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF TRANSPORTATION
OFFICE OF TRANSPORTATION COOPERATIVES

15 May 2023

MS. ANNIE N. MELODILLAR

Sales Manager

Bidder's Representative/Authorized Signatory

MAKILING HIGHLANDS RESORT

Barangay Pansol, Calamba City,
Laguna

SUBJECT: NOTICE TO PROCEED

Dear **Ms. Melodillar**:

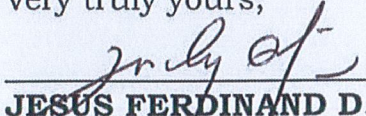
This has reference to our award of contract to your company for the **Lease of Venue inclusive of Meals and Accommodation with Amenities for OTC CY 2023 Mid-Year Multi-Activities-1st Semester Agency Performance Pre-Assessment, Team-Building, and Employees' Wellness and Enhancing Advocacy on Gender and Development in Laguna or Rizal Province**, in the amount of One Hundred Eighty-Seven Thousand Pesos (**Php 187,000.00**), inclusive of appropriate EWT and VAT withholding taxes, has been accepted and approved pursuant to OTC-Bids and Awards Committee Resolution No. 004, series of 2023.

In relation thereto, notice is hereby given to your company that the performance of the obligations specified in the attached contract shall commence immediately.

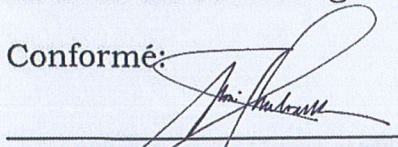
Please acknowledge receipt and acceptance of this Notice by signing at the portion below. Keep a copy and return the original copy to this Office the soonest.

Thank you very much.

Very truly yours,


JESUS FERDINAND D. ORTEGA
Chairperson
Head of the Procuring Entity

Conformé:


MS. ANNIE N. MELODILLAR

Sales Manager

Bidder's Representative/Authorized Signatory

Date: _____