



30 September 2024

**MS. RHEA JEAN LAPIZ**

Sales Executive

**GOLDEN PEAK HOTEL & SUITES**

Gorordo Avenue, corner Escario St.,  
Cebu City, Cebu 6000

**SUBJECT: NOTICE TO PROCEED**

Dear **Ms. Lapiz**:

This has reference to our award of contract to your company for the **Lease of Venue with Complete Facilities inclusive of Meals for the Drivers Training on Road Safety and Ethics in Cebu City** to be held on October 08, 2024 and October 10, 2024 in the amount of Two Hundred Forty-Two Thousand Pesos (**Php 242,000.00**), inclusive of appropriate EWT and VAT government withholding taxes, has been accepted and approved pursuant to OTC-Bids and Awards Committee Resolution No. 018, series of 2024.

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 provided below. Keep a duplicate copy and return the original copy to this Office the soonest possible time.

Thank you very much.

Very truly yours,

  
**REYMUNDO D.J. DE GUZMAN, JR.**

Executive Director II and  
Officer-in-Charge, Office of the Chairperson  
Head of the Procuring Entity

Conformé:

  
**MS. RHEA JEAN LAPIZ**

Sales Executive

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