



30 October 2024

MS. MARY ANN C. PAALISBO

Authorized Representative

PAGADIAN BAY PLAZA HOTEL

Cabrera cor. Datoc Streets, Gatas District,
Pagadian City, Zamboanga Del Sur 7016

SUBJECT: NOTICE TO PROCEED

Dear **Ms. Paalisbo**:

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 Pagadian City, Zamboanga Del Sur** to be held on November 14, 2024 in the amount of Eighty Five Thousand Eight Hundred Pesos (**Php 85,800.00**), inclusive of appropriate EWT and VAT government withholding taxes, has been accepted and approved pursuant to OTC-Bids and Awards Committee Resolution No. 030, 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.

Chairperson

Head of the Procuring Entity

Conformé:


MS. MARY ANN C. PAALISBO

Authorized Representative

Date: _____