



30 October 2024

**MS. CHERRY MAE T. CABLAO**

Authorized Representative

**VMB REALTY INC.**

National Highway, Brgy. 78 Marasbaras,  
Tacloban City, Leyte

**SUBJECT: NOTICE TO PROCEED**

Dear **Ms. Cablao**:

This has reference to our award of contract to your company for the **Lease of Venue inclusive of Meals with Complete Facilities for the Regional TC PTMP Compliance Monitoring Action Scheming Conference in Tacloban-Region VIII** to be held on November 07, 2024 in the amount of One Hundred Fourteen Thousand Six Hundred Sixty Pesos (**Php 114,660.00**), inclusive of appropriate EWT and VAT government withholding taxes, has been accepted and approved pursuant to OTC-Bids and Awards Committee Resolution No. 031, 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. CHERRY MAE T. CABLAO**

Authorized Representative

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