



Republic of the Philippines
Department of Transportation
OFFICE OF TRANSPORTATION COOPERATIVES

07 March 2025

MS. MA. JOAN P. VILLAPANDO
Account Executive
QUEEN MARGARETTE HOTEL, INC.
Diversion Road, Barangay Domoit,
Lucena City

SUBJECT: NOTICE TO PROCEED

Dear **Ms. Villapando**:

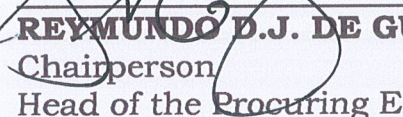
This has reference to our award of contract to your company for the **LEASE OF VENUE & MEALS FOR THE REGIONAL TC PTMP COMPLIANCE MONITORING ACTION SCHEMING CONFERENCE-EVENT NO. 4 (REGION 4B AND REGION 5) IN LUCENA CITY** in the amount of Fifty-One Thousand Three Hundred Pesos (**Php 51,300.00**) inclusive of applicable EWT and VAT government withholding taxes, has been accepted and duly approved pursuant to OTC-BAC Resolution No. 005, series of 2025.

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

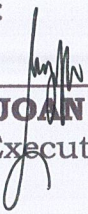
Please acknowledge receipt and acceptance of this Notice by signing at the portion provided below. Keep a duplicate copy and return the original copy to this Office the soonest possible time.

Thank you very much.

Very truly yours,


REYMUNDO D.J. DE GUZMAN, JR.
Chairperson
Head of the Procuring Entity

Conformé:


MS. MA. JOAN P. VILLAPANDO
Account Executive

Date: _____