



Republic of the Philippines
City of Lapu-Lapu
Office of the City Mayor

NOTICE TO PROCEED

March 18, 2020

MARIA ELENA TEH
E.T PRINTSHOPPE
257 R Dela Serna S., Poblacion Lapu-lapu City

Dear Ma'am/Sir:

The attached Contract agreement having been approved, notice is hereby given to E.T PRINTSHOPPE. that work may commence on the *PROCUREMENT OF GROCERY AND MEDICINE PURCHASE BOOKLETS FOR SENIOR CITIZENS* under P.R. No. 26-02-0264 & P.O. No. 26-03-0424 effective upon receipt of Notice of Award on _____.

Upon receipt of this notice, you are responsible for performing the services under the terms and conditions of the Agreement and in accordance with the implementation Schedule.

Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below. Keep one copy and return the other to the City of Lapu-Lapu.

Very truly yours,

SIGNED

MA. CYNTHIA "CINDI" K. CHAN
City Mayor

DANLO E. ALMEDRAS
CITY ADMINISTRATOR

I acknowledge receipt of this Notice on _____

Name of the Representative of the Bidder _____

Authorized Signature

SIGNED

Maria Elena B. Teh