Republic of the Philippines
City of Cagayan de Oro
OFFICE OF THE CITY MAYOR

cagayan de Oro
city of golden friendship

NOTICE TO PROCEED

19 January 2026

SHIELLA MAE C. CORALDE
Authorized Representative
Circle M Merchandise Trading Corporation
B-3 L-21 Stanford St., Cambridge Subd.,
Iponan, Cagayan de Oro City

Dear Ms. Coralde:

The attached Contract Agreement having been approved, notice is hereby given to **Circle M Merchandise Trading Corporation** that the work may commence on the **Supply and Delivery of Powdered Adult Milk and other items; PR No. 25-4215 dated 18 September 2025; SN 167a – 2025,** effective upon the 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 Government of Cagayan de Oro.

Very truly yours,

ROLANDO A. UY
City Mayor

I acknowledge receipt of this Notice on 1-19-26

Name of the Representative of the Bidder: SHIELLA MAE C. CORALDE

Authorized Signature: _____

RISE CAGAYAN DE ORO