



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

**cagayan
deOro**
city of golden friendship

NOTICE TO PROCEED

September 29, 2023

JUANITO T. CHIO
Proprietor
Cagayan Educational Supply
Mortola Hayes St.,
Cagayan de Oro City

Dear Mr. Chio:

The attached Contract Agreement having been approved, notice is hereby given to **Cagayan Educational Supply** that the work may commence on the **Supply and Delivery of 3,000 Reams Bond Paper, Legal and other items; PR No. 23-0099 dated September 20, 2022; SN 211 - 2023**, 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 Sept. 29, 2023

Name of the Representative of the Bidder: _____

Authorized Signature: 