



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

**cagayan
de Oro**
city of golden friendship

NOTICE TO PROCEED

01 March 2024

ROMEO D. OPADA

Proprietor
Capcom Enterprises
Zone 5, Reyes Village Subdivision,
Bugo, Cagayan de Oro City

Dear Mr. Opada:

The attached Contract Agreement having been approved, notice is hereby given to **Capcom Enterprises** that the work may commence on the **Supply and Delivery of 250 Boxes Carbon Paper and other items; PR No. 23- 4804 dated December 4, 2023; SN 497 - 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 3-1-24

Name of the Representative of the Bidder: _____

Authorized Signature: _____