



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

**cagayan  
deOro**  
city of golden friendship

**NOTICE TO PROCEED**

November 7, 2024

**DONNA C. BACULI**

Authorized Representative  
HLM Leverage Pharmaceutical Corp.  
B-8 L-4 Starling St., Purok 7, Ubaldo Laya,  
Iligan City

Dear Ms. Baculi:

The attached Contract Agreement having been approved, notice is hereby given to **HLM Leverage Pharmaceutical Corp.** that the work may commence on the **Supply and Delivery of Absorbent Cotton Balls and other items; PR No. 24-1779 dated May 16, 2024; SN 195a - 2024**, 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 11-7-24

Name of the Representative of the Bidder: DONNA C. BACULI

Authorized Signature: 