



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

cagayan  
de Oro  
city of golden friendship

**NOTICE TO PROCEED**

09 January 2025

**MARIO P. TERO**  
Authorized Representative  
E & M Trading  
#41 Coca-Cola Compound Phase 1 Aluba Subd.,  
Macasandig, Cagayan de Oro City

Dear Mr. Tero:

The attached Contract Agreement having been approved, notice is hereby given to **E & M Trading** that the work may commence on the **Supply and Delivery of Drugs and Medicines (Lot No. 8); PR No. 24-2008 dated 30 May 2024; SN 188 - 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 1-9-25

Name of the Representative of the Bidder: MARIO TERO

Authorized Signature: 