



NOTICE TO PROCEED

Date

JEANETTE BROCALES

Authorized Personnel

Patio de San Jose Resort and Convention Center, Inc.

Purok 5, San Jose, Malilipot

Albay, Legazpi City

Dear **Ms. Brocales**:

The attached **Purchase Order (PO)** with number 2023-04-0032, having been approved, notice is hereby given to **Patio de San Jose Resort and Convention Center, Inc.** for the execution of the project *“Lease of Venue with provision for Meals and Accommodation for the Conduct of 2023 OFAM Team Building Activity”*.

Upon receipt of this Notice, you are responsible for performing the services under the terms and conditions of the Purchase Order 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 Civil Service Commission.

Very truly yours,


ATTY. KARLO A. B. NOGRALES
Chairperson

Conforme:

I acknowledge receipt of this notice on May 04, 2023
(Date of Receipt)

Printed Name of the Authorized Representative
of the Bidder/Supplier: JEANETTE C. BROCALES

Signature: 