



Republic of the Philippines
Province of Oriental Mindoro
CITY OF CALAPAN

TAUMBAYAN
MASUSUNO
SA TAPAT AT MASPAGALINGANING PAKIKI

OFFICE OF THE CITY MAYOR

NOTICE TO PROCEED

January 12, 2023

MS. MAY DUKA
Marketing Professional
TOYOTA CALAPAN CITY INC.
National Highway, Biga, Calapan City

Dear Mam:

The attached Contract having been approved, notice is hereby given to **TOYOTA CALAPAN CITY INC.** that work may proceed on the **PURCHASE AND DELIVERY OF ONE MOTOR VEHICLE** effective on **January 13, 2023**.

Your 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 Calapan.

Very truly yours,


MARILOU F. MORILLO
City Mayor

I acknowledge receipt of this notice on 1-13-2023

Name of the Representative of the Bidder: MAY DUKA

Authorized Signature: 