



Republic of the Philippines
Province of Agusan del Norte
Municipality of Remedios T. Romualdez
Email address: rtradn@gmail.com

OFFICE OF THE MUNICIPAL MAYOR

NOTICE TO PROCEED

December 10, 2021

HENRY C. AGUDO
Sales Account Manager
Civic Merchandising Inc.
Brgy. Washington,
Surigao City

Dear Sir:

The attached Contract Agreement/Purchase Order having been approved, notice is hereby given to **CIVIC MERCHANDISING INC.**, that work may proceed on the **SUPPLY AND DELIVERY OF ONE (1) UNIT BRAND NEW PAYLOADER**, Remedios T. Romualdez, Agusan del Norte, effective within seven (7) days after the receipt of this notice.

Upon 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 Local Government Unit of Remedios T. Romualdez, Agusan del Norte.

Very truly yours,


RICHARD P. DAQUIPIL
Municipal Mayor

I acknowledge receipt of this Notice on _____
Name of Representative of the Bidder: _____
Authorized Signature : _____