



Republika ng Pilipinas
PAMAHALAANG LUNGSOD NG TACLOBAN
(City Government of Tacloban)
Kanhuraw Hill, Tacloban City 6500
Tel. Nos. 325-3950

NOTICE TO PROCEED

March 29, 2021

JANNYLYN ENTERPRISES

Real St. San Antonio Pob.
Alang-Alang Leyte

Sir:

We are glad to inform you that your company, **JANNYLYN ENTERPRISES** has been awarded the contract for the **Procurement of Office Supplies and Devices**, at a contract price in Pesos: **One Million One Hundred Thirty-one Thousand One Hundred Forty-seven Pesos & 00/100 (P1,131,147.00) only.**

You may therefore begin to carry on the delivery of goods according to the terms & conditions we have agreed upon in the contract. Prior to delivery of goods you are hereby required to inform the designated Project Head and the Office of the City General Services Office. Failure, thereto, will mean non-processing of payment related to the above transaction.

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 Tacloban.

Very truly yours,

BY THE AUTHORITY OF THE CITY MAYOR:

ATTY. ANNALIZA A. QUILIOPE
OIC-CITY ADMINISTRATOR

ALFREDS. ROMUALDEZ

City Mayor
Head of the Procuring Entity

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