



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

## NOTICE TO PROCEED

April 8, 2022

ALLAN S. LEE  
GO LETTING AND SONS, INC.  
77-81 J. ROMUALDEZ ST., BRGY. 8-A  
TACLOBAN CITY

Sir:

We are glad to inform you that your company, GO LETTING AND SONS, INC. has been awarded the contract for the Procurement of Vehicle Parts & Accessories (3 Lots) Lot 3 at a contract price in Twenty Thousand Six Hundred Forty Pesos & 00/100 (Php20,640.00) 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. ANACLETO REI A. LAGANILAO III

City Administrator

ALFRED S. ROMUALDEZ  
City Mayor  
Head of the Procuring Entity

I acknowledge the receipt of this notice on : \_\_\_\_\_  
Name of the Representative of the Bidder : ALLAN S. LEE  
Authorized Signature : 