



Republic of the Philippines
City of Cagayan de Oro

OFFICE OF THE CITY MAYOR

cagayan
de oro

NOTICE TO PROCEED

23 February 2024

CHERYL MARIE C. DE ASIS

Authorized Representative
Circle M Merchandise Trading Corporation
B-3 L-21 Stanford St., Cambridge Subd.,
Iponan, Cagayan de Oro City

Dear Ms. De Asis:

The attached Contract Agreement having been approved, notice is hereby given to **Circle M Merchandise Trading Corporation** that the work may commence on the **Supply and Delivery of 2,050 Bottles Multivitamins Syrup and other items; PR No. 23-4065 dated October 20, 2023; SN 442 - 2023**, effective upon the 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 Cagayan de Oro.

Very truly yours,

ROLANDO A. UY
City Mayor

I acknowledge receipt of this Notice on 2/23/24

Name of the Representative of the Bidder: De Asis, Cheryl Marie

Authorized Signature: 