



Republic of the Philippines  
City of Cagayan de Oro

**OFFICE OF THE CITY MAYOR**

**NOTICE TO PROCEED**

November 16, 2023

**JANETH P. CALUB**  
Comptroller  
RG Advertising Services  
NCKK Bldg. R-214 Kauswagan Road  
Cagayan de Oro City

Dear Ms. Calub:

The attached Contract Agreement having been approved, notice is hereby given to Business Mindanao Corporation that the work may commence on the **Procurement of Media Advertisement Through Radio Airtime Broadcast; PR No. 23-3201 dated September 7, 2023**, effective upon 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 Schedule Requirements.

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 11 20 2023  
Name of the Representative of the Supplier: Janeth P. Calub  
Authorized Signature: [Signature]