



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF NATIONAL DEFENSE
OFFICE OF CIVIL DEFENSE-REGION XI

Door 210, 2nd Floor, LDL Building, CPG Highway,
Brgy. Communal, Buhangin District, Davao City
Telefax Nos. (082)-297-7915 (082) 297-7479

February 8, 2021

NOTICE TO PROCEED

Apo View Hotel

150 J Camus Ext., Poblacion District, Davao City
(082) 221-6430

Dear Maam,

Please be informed that the Purchase Order No. 2021-02-010 dated February 8, 2021 prepared in your favor to be used for the Provision of Meals & Training Venue for Instructors involved in the 3-Day EOC Training for LDRRMOs in Region XI on February 9-11, 2021, Provision of Meals & Training Venue for Instructors involved in the 3-Day Basic ICS Training Course for Volunteers & Responders on 22-24 February 2021, Provision of Meals & Training Venue for Instructors involved in the 3-Day Basic ICS Training Course for LDRRMOs of Region XI on 17-19 March 2021, Provision of Meals & Training Venue for Instructors involved in the 2-Day CBDRRM Training Course for LDRRMOs of Region XI on 22-23 March 2021 in the amount of Eighty Nine Thousand One Hundred Pesos Only (Php **89,100.00**) is hereby approved.

May we request you or your authorized representative to receive this notice and the approved Purchase Order not later than three (3) working days reckoned from the date of this notice.

Furthermore, be reminded that failure on your part to receive document on the specified date is a ground for cancellation of the aforesaid Purchase Order.

Very truly yours,


DIR. MANOLITO P. ORENSE
Regional Director

I acknowledge receipt of this Notice on _____
Name of Authorized representative ARIANE MAY MOHAMMAD
Authorize Signature [Handwritten Signature]