



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

March 3, 2021

NOTICE TO PROCEED

Printcomp Marketing

Tiresmart Bldg, Tionko Ave Corner Araullo Street, Brgy. 10-A, Davao City
(082) 225-4869

Dear Maam,

Please be informed that the Purchase Order No. 2021-03-030 dated March 3, 2021 prepared in your favor to be used for the Janitorial Supplies for 1st Semester (January – March 2021) in the amount of Twenty-Eight Thousand Four Hundred Seventy Pesos Only (Php **28,470.00**) 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 3/2/2021
Name of Authorized representative Angel Lee Canorte
Authorize Signature 