



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 17, 2021

NOTICE TO PROCEED

Kelsey's Trading

Blk. 6 Lot 12, Pag Ibig Street, Dumanlas,
Brgy. Buhangin, Buhangin District, Davao City
(082) 225-6416

Dear Maam,

Please be informed that the Purchase Order No. 2021-03-063 dated March 17, 2021 prepared in your favor to be used for the Provision of Folding Beds for the management maintenance of the Isolation Facilities in Carmen, Davao del Norte in the amount of One Hundred Ninety Seven Thousand Six Hundred Pesos Only (Php **197,600.00**) 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 03-24-21
Name of Authorized representative BASTI RUIZ
Authorize Signature [Handwritten Signature]