



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

June 7, 2021

NOTICE TO PROCEED

Park Inn by Radisson Davao

Pan-Philippine Hwy, Agdao, Davao City
(082) 272-7600

Dear Maam,

Please be informed that the Purchase Order No. 2021-06-139 dated June 7, 2021 prepared in your favor to be used for the Provision of Meals & Meeting Venue Services for participants involved in the Updating and Formulation of RDRRMOC Standard Operating Procedures Workshop on 10-11 June 2021 in the amount of Fourteen Thousand Pesos Only (Php **14,000.00**) 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 June 10, 2021
Name of Authorized representative TUKO IMAIZUMI
Authorize Signature 