



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

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

August 9, 2021

**NOTICE TO PROCEED**

**Park Inn by Radisson Davao**

SM Lanang Complex, J.P Laurel Ave., Lanang, Davao City  
(082) 272-7600

Dear Maam,

Please be informed that the Purchase Order No. 2021-08-200 dated August 9, 2021 prepared in your favor to be used for the Provision of Meals and Meeting Venue Services for the participants involved in the Formulation Workshop of Regional Disaster Response Plan (RDRP) for Hydro-meteorological Hazards on August 12-13, 2021 in the amount of Twelve Thousand Five Hundred Pesos Only (Php **12,500.00**) 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 8-12-21  
Name of Authorized representative LANGRELY QUINTANA  
Authorize Signature 