



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

October 28, 2021

NOTICE TO PROCEED

Malagos Garden Resort Inc.

Malagos, Baguio District, Davao City
0917-624-5727

Dear Maam,

Please be informed that the Purchase Order No. 2021-10-295 dated October 28, 2021 prepared in your favor to be used for the Provision of meals and meeting venue and accommodation for the participants for the Pre-finalization of the updated RDRMP on October 29, 2021 in the amount of Twenty Six Thousand Nine Hundred Fifty Pesos Only (Php **26,950.00**) 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 10-28-21
Name of Authorized representative ANNALYN G. ORTIANO
Authorize Signature 