

31 January 2018

**MR. VICTOR C. LUNA**

166 F. Benitez St.

San Juan City

SUBJECT : **NOTICE TO PROCEED**  
Contract for Consulting Services

Dear **Mr. Luna**:

In connection with the Contract for Consulting Services for Highly Technical Consultancy, with a contract amount of **Pesos: Seventy Five Thousand (P75,000.00) per month**, inclusive of all applicable taxes and fees, for a period of six (6) months, starting on 01 February 2018, renewable at the option of the appointing Head of the Procuring Entity (HoPE), you are hereby directed to commence said Consulting Services in accordance with the terms and conditions stipulated in the Contract, seven (7) calendar days from receipt hereof.

Please acknowledge receipt and return to us one (1) copy of the duly signed Notice within five (5) calendar days from receipt hereof.

For your information and guidance.

Very truly yours,

  
**AILEEN ANUNCIACION R. ZOSA**  
Executive Vice President

Conforme:

  
**VICTOR C. LUNA**  
Consultant



Office of the Executive Vice President  
  
**BA2018 - 0058**