

29 September 2023

**MELCHOR OQUINDO**  
Authorized Representative  
**Tarlac Mac Enterprises, Inc.**  
1030, Block 9 Mac Arthur Highway  
Barangay San Nicolas, Tarlac City, Tarlac

Subject: **NOTICE TO PROCEED**  
*Procurement for the Supply and Delivery of Linens, Hardware, and  
Accessories for the Improvement of National Government  
Administrative Center (NGAC) Sports Facilities - LOT 1  
(Linens and Accessories)*

Dear **Mr. Oquindo**:

In connection with the approval of the Purchase Order (PO) No. 000067, notice is hereby given to **Tarlac Mac Enterprises, Inc.** to proceed with the supply and delivery of Lot 1 (Linens and Accessories) within sixty (60) calendar days upon receipt of this notice and in accordance with the terms and conditions provided in the said PO and technical specifications as stated in the Terms of Reference (TOR).

Please indicate your concurrence by signing in the space below and return the same to our office.

Truly yours,

[REDACTED]  
**JOSHUA M. BINGCANG**  
Office of the President and CEO

Conforme:

[REDACTED]  
**MELCHOR OQUINDO**  
Authorized Representative  
**Tarlac Mac Enterprises, Inc.**  
Date: 10-12-2023