

24 January 2025

MR. JAY T. PENITON

Authorized Representative

PENITON TRADING

L7 B1 Zabarte Road, Brgy. 177 Camarin
Caloocan City

Subject: **NOTICE TO PROCEED**
Supply, Delivery and Installation of Office Furniture and Fixture
Lot 1 Office Furniture and Equipment

Dear **Mr. Peniton**:

In connection with the Contract for the Supply, Delivery and Installation of Office Furniture and Fixture, Lot 1 Office Furniture and Equipment with a Contract amount of Pesos: Eight Million Fifty Five Thousand Pesos & 00/100 (Php8,055,000.00) inclusive of all applicable taxes and fees, for the duration of sixty (60) calendar days, you are hereby directed to commence supply, delivery and installation activities 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.

Truly yours,


ATTY. GISELA Z. KALALO
Executive Vice President

Conforme:


JAY T. PENITON
Authorized Representative
PENITON TRADING
Date: 1-24-25