



**OFFICE OF CIVIL DEFENSE REGIONAL OFFICE 1**

OCD RO1 Bldg., Gov't Center II, Aguila Road, Sevilla, City of San Fernando, La Union

Reference No.: 2020-07-030  
Date Issued: JUL 25 2020

**NOTICE TO PROCEED**

**MS. MELANE M. WATKINS**

Owner  
EM Royale Hotel  
Brgy. Taboc, San Juan, La Union

Dear **MS. WATKINS:**

This pertains to the award of contract to **EM ROYALLE HOTEL** for the project **“Lease of Venue including Meals and Accommodation for the Establishment of Isolation/ Quarantine Facility for OCD RO-I Personnel and Incident Management Team (IMT) re: Coronavirus Disease 2019 (COVID-19) Response Operations”** pursuant to Resolution No. OCD-RO-I-07-057, s. 2020.

With the Purchase Order having been approved, notice is hereby given to your company to proceed with the delivery of goods and services from **July 25, 2020 - August 1, 2020** for the contract price of **One Million One Hundred Forty-Eight Thousand Pesos (Php1,148,000.00) only** and hereby expected to execute the terms and conditions stipulated therein.

Please acknowledge receipt and acceptance of this notice by signing the portion provided below. Also, kindly return one (1) of the original copies immediately after.


Very truly yours,

  
**EUGENE G. CABRERA**

Regional Director

Conforme:

Authorized Representative of Bidder:

  
**Melane Watkins**

(Signature over Printed Name)

Date:

*E – Excellence P – Professionalism I – Integrity C – Commitment*

Telephone Number: (072) 619-5624 | Mobile Numbers: 0917-300-5096 (Globe); 0920-919-1054 (Smart) |

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