



OFFICE OF CIVIL DEFENSE REGION 3

DIOSDADO MACAPAGAL GOVERNMENT CENTER, MAIMPIS CITY OF SAN FERNANDO, PAMPANGA
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EMAIL: region3@ocd.gov.ph / r3.rdrmc.ocd@gmail.com

NOTICE TO PROCEED

MR. ALBERT ARCEO

Authorized Representative

THE ORCHIDS GARDEN INC.

Lazatin Boulevard, City of San Fernando
Pampanga

Dear **MR. ARCEO**,

Please be informed that the **Contract No. 2020-02-004** having been approved, notice is hereby given to **THE ORCHIDS GARDEN INC.** that delivery of items/ services may commence on the project "**Provision of Hotel/Venue/Meals for RDRRMC3 1st Quarter Full Council Meeting in Region 3**" on **19 March 2020** effective upon receipt and acceptance of this Notice.

May we request you or your authorized representative to receive this notice and the approve Contract not later than three (3) working days reckoned from the date of this Notice.

Furthermore, failure on your part to receive document on the specified date is a ground for cancellation of the aforesaid Contract.

Very truly yours,

DIR MARIA THERESA R ESCOLANO, MNSA

Acting Regional Director, Office of Civil Defense RO III

Head of Procuring Entity

MAR 09 2020

I acknowledge receipt of this Notice on _____

Name of Authorized representative _____

Authorized Signature _____ MAR 09 2020

NTP-R3-2020-02-005