



Republic of the Philippines  
**PROVINCE OF ZAMBOANGA DEL NORTE**  
**OFFICE OF THE PROVINCIAL GOVERNOR**  
Provincial Capitol Building, Estaka, Dipolog City

## NOTICE TO PROCEED

December 19, 2022

**MKAY GENERAL MERCHANDISE**  
General Luna St., Estaka, Dipolog City

Dear Sir/Madam:

The attached Purchase Order having been approved, is hereby given to your end, that the supply and delivery of **Office Supplies** use in different offices under PO No. **22-12-0794(PB)** may commence effective upon receipt of this notice.

Upon receipt of this notice, you are responsible for performing the services under the terms and conditions of the contract and in accordance with the Implementation Schedule.

Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below. Keep one copy and return the other to the Provincial General Services Office, Capitol Building, Estaka, Dipolog City.

Very truly yours,

  
**ROSALINA G. JALOSJOS**  
Provincial Governor

I acknowledge receipt of this Notice on: \_\_\_\_\_

Name of the Representative of the Bidder: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

1-5-23



