



Republic of the Philippines  
**DEPARTMENT OF THE INTERIOR AND LOCAL GOVERNMENT**  
1559 MATIMCO Building, Km. 4, Libertad, Butuan City  
Tel. No. LGMED / LGCDD (085) 342-2045; Admin & Finance (085) 341-1976  
Telefax No. RPDMU / ORD (085) 342-2134; 815-1299; 360-2045  
www.dilg13.org



## NOTICE TO PROCEED

**THE MANAGER**

Lifeworks Print Hub

G. Flores Ave., Brgy. Urduja, Butuan City

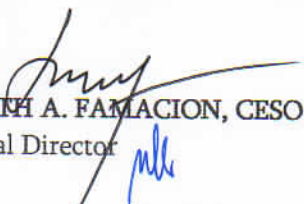
Dear Sir/Madam:

The attached Purchase Order having been approved, notice is hereby given to Lifeworks Print Hub to work on the Promo Collaterals (1 Lot – Early Preparedness Manual for Mayors) to be used During the Conduct of the Component 4: Preparedness Dialogue of the Operation Listo.

Upon receipt of this notice, you are responsible for performing the services under the terms and conditions of the Purchase Order 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 DILG Regional Office XIII.

Very truly yours,

  
LILIBETH A. FAMILACION, CESO IV  
Regional Director

I acknowledge receipt of this Notice on \_\_\_\_\_  
Name of representative of the Bidder: JANN B. VIRTUDAS  
Authorized Signature: [Handwritten Signature]

*The head of the Procuring Entity or his duly authorized representative shall issue the Notice to proceed within seven (7) calendar days from the date of the approval of the contract.*