



Republic of the Philippines
Department of Education
NATIONAL CAPITAL REGION
SCHOOLS DIVISION OFFICE OF MUNTINLUPA CITY

Office of the Schools Division
Superintendent

NOTICE TO PROCEED

December 02, 2024

The Manager
G. Palanca Travel and Tours
#32 Gloria 2 Subd., Tandang Sora Ave.,
Tandang Sora District 6, Quezon City

Dear Sir/Madam:

Since the Contract was already signed, this Notice to Proceed is hereby given to **G. Palanca Travel and Tours** so that work may commence on the **Transportation/Vehicle Rental for the Conduct of Schools Budget Formulation Workshop (2nd Posting) on December 03 - 04, 2024.**

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

Please acknowledge the receipt and acceptance of this notice by signing both copies in the space provided below. Keep one copy and return the other to SDO-Muntinlupa City.

Very truly yours,

VIOLETA M. GONZALES
Assistant Schools Division Superintendent
Officer-in-Charge
Office of the Schools Division Superintendent

I acknowledge the receipt of this Notice on: December 2, 2024

Name of the Representative of the Bidder: By Michelle D. Adabon

Authorized Signature: