



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**

June 30, 2025

The Manager  
**Nagcarlan Forest Resort**  
Silangan Napapatid,  
Nagcarlan, Laguna

Dear Sir/Madam:

Since the Contract was already signed, this Notice to Proceed is hereby given to **Nagcarlan Forest Resort** so that work may commence on the **Board and Lodging for the Conduct of Words That Work: An Inclusive Gender Fair Language Workshop for SDO Muntinlupa on July 03 - 04, 2025.**

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 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:

June 30, 2025

Name of the Representative of the Bidder:

Maria Cristina U. Salonga

Authorized Signature:

Smellan