



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**

August 11, 2025

The General Manager  
**JLR Builders & Trading**  
Lot 19 Block 3 Woodside Subd.,  
Barangay Canlalay, Biñan, Laguna

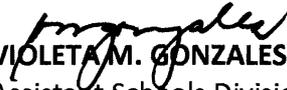
Dear Sir/Madam:

Since the Purchase Order was already signed, this Notice to Proceed is hereby given to **JLR Builders & Trading** so that work may commence on the procurement of the **Repair and Rehabilitation of SDO Building 1**.

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: 8/11/2025

Name of the Representative of the Bidder: JOSELITO L. ROSAS

Authorized Signature: 