



Republic of the Philippines  
Province of Misamis Oriental  
**LOCAL GOVERNMENT UNIT  
CITY OF EL SALVADOR**



**BIDS AND AWARDS COMMITTEE**

0997-308-5718 / 0938-074-3696 bac@elsalvadorcity.gov.ph

## Notice To Proceed

October 4, 2024

Ref.: NTP-24-10-092

To : **CAGAYAN EDUCATIONAL SUPPLY**  
Mortola, Hayes street  
Cagayan de oro city, 9000

Att'n: **SALIS A. MAGADAN**  
Authorized and Designated Representative

Dear Ms. Magadan:

The attached *Purchase Order* having been approved, notice is hereby given to CAGAYAN EDUCATIONAL SUPPLY that work may commence on the contract – *Procurement of Office supplies 3<sup>rd</sup> to 4<sup>th</sup> Quarter (Goods)* upon the date stated in the Purchase Order.

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 the BAC Office - Local Government Unit of El Salvador City.

Very truly yours,

  
**HON. EDGAR S. LIGNES**  
City Mayor

I acknowledge receipt of this Notice on 10-9-24

Name of the Representative of the Bidder **SALIS A. MAGADAN**  
cagayaneducational@gmail.com

Authorized signature 

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