

May 12, 2023

ELMER P. ABANA

Owner/Manager

Abana Computer Services and General Merchandise

No. 7 Burgos St., Centro 8

Tuguegarao City, Cagayan

Subject: **NOTICE TO PROCEED**

Dear **Engr. ABANA**:

The attached Contract Agreement having been approved, notice is hereby given to **Abana Computer Services and General Merchandise** that work may commence on the project: **"Supply and Delivery of 14 units Laptop etc. (1 lot) for CIS & Satellite Offices and for the implementation of Pantawid Pamilyang Pilipino Program", Seven (7) days after the receipt of notice to proceed.**

Upon receipt of this notice, you are responsible for performing the services under the terms and conditions of the Agreement in accordance with the schedule of requirements.

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 DSWD Field Office 02, Brgy. Carig Sur, Tuguegarao City, Cagayan.

Thank you.

Very truly yours,


LUCIA SUYU-ALAN, RSW
Regional Director

I acknowledge receipt of this Notice on _____

Name of the Representative of the Bidder: _____

Authorized Signature: _____