



November 28, 2013

GRACE ACHIEVE MARGARET
No. 1128 Escoda Street
Paco Manila
Tel. No. 539-6171
Fax. No. 523-4362

ATTN: **JASMIN OJEDA**
Proprietress

Dear Madam:

Subject: **NOTICE TO PROCEED**

This refers to the Negotiated Procurement (Small Value) for Lot 1 of the Supply & Delivery of Three (3) Lots Grocery Items under ITB No. COR 13-00214.

The attached Purchase Order (PO) No. 50017 having been approved, this Notice to Proceed is being issued for you to complete the Supply & Delivery of the said items within seven (7) calendar days from November 28, 2013.

Kindly acknowledge receipt of this letter and fax it back to us at fax no/s. 404-1411 and 523-2045.

Thank you.

Very truly yours,

Marjorie F. Suarez
MARJORIE F. SUAREZ
Acting Assistant Manager
Procurement Department

*OK CO 2 on
11/28/13*

Jasmin Ojeda
Received by Name/Position
Date 11/28/13

**CONFIRMED
COPY**
J