



December 13, 2013

MCSA MARKETING
No. 446 Gedisco Bldg., San
Fernando Street, Binondo Manila
Tel. No. 241-4217
Fax. No. 241-6791

ATTN: **TERESA S. AGSALUD**
Manager

Dear Madam:

Subject: **NOTICE TO PROCEED**

This refers to the Negotiated Procurement (Small Value) for the **Supply & Delivery of Two (2) Lots Grocery Items and other Supplies** under ITB No. COR 13-00255.

The attached Purchase Order (PO) No. 50175 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 December 13, 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,

[Signature]
MARJORIE F. SUAREZ
Acting Assistant Manager
Procurement Department

[Signature]
TERESA S. AGSALUD

Receiver by Name/Position

Date 12/16/13
CERTIFIED TRUE COPY

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UN *12/16*