



05 December 2019

## NOTICE TO PROCEED

**MR. ELTON ENCINA**

Authorized Representative  
Areza Motor Sales  
Areza Building I, National Hi-way,  
Canlalay, Biñan, Laguna

Dear Mr. Encina:

The attached Purchase Order having been approved, notice is hereby given to **AREZA MOTOR SALES** to proceed with the implementation of the procurement for the One (1) Lot - Supply and Delivery of Two (2) Units Brand New Passenger Van (Bid No. 013-19).

Upon receipt hereof, you are responsible for delivering the goods under the terms and conditions of the Purchase Order and in accordance to the provisions of the Revised Implementing Rules and Regulations (IRR) of Republic Act (RA) 9184.

Please acknowledge receipt and acceptance of this notice by signing at the portion provided below. Keep a copy and return the original copy to this office at the soonest.

Thank you.

Very truly yours,

  
**RIZAL GIOVANNI P. APORTADERA, JR.**  
Director IV

Conformer:

  
**MR. ELTON ENCINA**

Date: 12-26-19