



Republic of the Philippines  
**COMMISSION ON AUDIT**  
Regional Office No. X  
Cagayan de Oro City

**NOTICE TO PROCEED**

October 11, 2021

The Manager  
Crown Paper & Stationeries Supply  
J.R. Borja corner Velez St.,  
Cagayan de Oro City

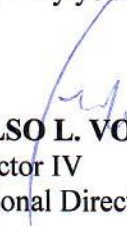
Dear Sir/Madam:

The attached Purchase Order having been approved, notice is hereby given to **Crown Paper & Stationeries Supply** that work may commence on the **Procurement of 3<sup>rd</sup> Quarter Commonly-Used Supplies & Equipment not available at PS-DBM**, effective 3 days upon receipt of this notice.

Upon receipt of this notice, you are responsible for performing the services under the terms and conditions stipulated in the Request for Quotation and in the approved Purchase Order.

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 Commission on Audit Regional Office No. 10, Carmen, Cagayan de Oro City.

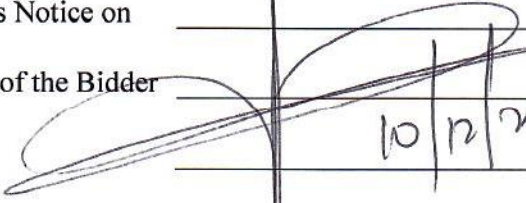
Very truly yours,

  
**CELSO L. VOCAL**  
Director IV  
Regional Director

I acknowledge receipt of this Notice on \_\_\_\_\_

Name of the Representative of the Bidder \_\_\_\_\_

Authorized Signature \_\_\_\_\_

  
10/12/21