



Republic of the Philippines  
Province of Cebu  
**Municipality of Ginatilan**

**NOTICE TO PROCEED**

March 24, 2025

The MANAGER  
PEOPLE'S EDUCATIONAL SUPPLY INC.  
Cebu City

Sir/Madam:

Notice to Proceed is hereby given to PEOPLE'S EDUCATIONAL SUPPLY INC that work / delivery may commence on the Procurement of Office Supplies 1<sup>st</sup>. qtr. Not available in PS, effective on \_\_\_\_\_ / \_\_\_\_\_ days after receipt of this notice.

Upon receipt of this notice, you are hereby responsible for performing the services delivering the goods under the terms and conditions of the Agreement and in accordance with the Implementing Schedule.

Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below. Keep one (1) copy and return the other to this municipality.

Very truly yours,

ROY VINCENT P. SINGCO  
Municipal Mayor

PEOPLE'S Educational Supply, Inc.  
139 Colon St., Cebu City  
755 4471 256 0830 / 4-3756 345 2061  
E-mail: pe.educosup@yahoo.com

I acknowledge receipt of this notice on

Name of the representative of the company \_\_\_\_\_

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

MELUZA A. TAN

March 24, 2025