



Republic of the Philippines
Province of Cebu
Municipality of Ginatilan

NOTICE TO PROCEED

November 28, 2022

MS. JEAN ILUSTRISIMO
Authorized Representative
SECC COMPUTER SALES, SERVICES & ENTERPRISES
Cecile Bldg. Pob. 3, Awayan, Carcar City, Cebu

M a d a m :

Notice to Proceed is hereby given to SECC COMPUTER SALES, SERVICES & ENTERPRISES that work/delivery may commence on the Procurement of Office Supplies (Toner & Ink) _____ / 30 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

I acknowledge receipt of this notice on
Name of the representative of the company
Authorized Signature:

November 28, 2022

Jean S. Ilustrisimo
Sales Executive