



OFFICE OF THE GOVERNOR

**NOTICE TO PROCEED**

October 25, 2021

**MS. STELLA MARIE C. ANCLA**

Proprietor/Manager

**DEXTEL TRADING**

0410 Tamblot Street, Cogon District,  
Tagbilaran City

Dear Ms. Ancla,

Please be informed that the attached **Purchase Order No. PHO – 2021 – 256** dated **October 25, 2021** has been approved. Notice is hereby given to immediately deliver the items enumerated herein within **TEN (10) DAYS** upon receipt of this notice at the **GOVERNOR'S OFFICE, NEW CAPITOL BUILDING, COGON DISTRICT, TAGBILARAN CITY.**

In view thereof, you shall be responsible for performing the delivery of items & services under the terms and conditions of the Purchase Order and in accordance with the Implementation Schedule.

Please acknowledge receipt and acceptance of this notice and be guided accordingly.

Truly yours,

**ATTY. ARTHUR C. YAP**  
Governor

Date Approved: OCT 08 2021

I acknowledge receipt of this Notice:

Date Released to Supplier: NOV 09 2021 :

Date Returned by Supplier: NOV 09 2021.

\_\_\_\_\_  
Authorized Signature  
(Name of the Representative of the Bidder)

\_\_\_\_\_  
Authorized Signature  
(Name of the Representative of the Bidder)