

OFFICE OF THE GOVERNOR

NOTICE TO PROCEED

F. M. Yap. 12/20/20

12/22/20

December 22, 2020

**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 – 2020 – 410** dated **December 22, 2020** has been approved. Notice is hereby given to immediately deliver the items enumerated herein within **FOUR (4) DAYS** after receipt of this notice at **GOVERNOR'S OFFICE, NEW CAPITOL BUILDING, 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

By Authority of the Governor:

  
**ATTY. KATHYRIN FE D. PIOQUINTO**  
Provincial Administrator

Date Approved: **DEC 23 2020**

I acknowledge receipt of this Notice:

Date Released to Supplier: **DEC 28 2020** : \_\_\_\_\_  
Authorized Signature  
(Name of the Representative of the Bidder)

Date Returned by Supplier: **DEC 28 2020** : \_\_\_\_\_  
Authorized Signature  
(Name of the Representative of the Bidder)