



06 MAR 2024

NOTICE TO PROCEED

SHEERA MARIE M GARCIA

Proprietor

Cyriene Trading

House No. 2810, Alcaver St.

Barangay 140, Pasay City, Metro Manila

<glrenigan@gmail.com>

Dear **Ms Garcia**:

We are pleased to inform you that the **Purchase Order No. BAT-1796-24** for the project entitled "**SUPPLY/DELIVERY OF VARIOUS ORDINARY OR REGULAR OFFICE SUPPLIES AND EQUIPMENT NOT AVAILABLE IN THE DBM-PS FOR USE OF PMO BATANGAS INCLUDING TMOs AND COMMISSION ON AUDIT (COA)**" has been approved. Accordingly, you are hereby directed to commence work within three (3) days from receipt of this notice.

Please acknowledge receipt and acceptance of this notice by signing on the "Conforme" section hereof. Keep one (1) copy and return to us two (2) copies of the same within three (3) calendar days from the date of receipt.

Truly yours,


JOSELITO O SINOCRUZ PhD
Port Manager 

Conforme:

SHEERA MARIE M GARCIA

Cyriene Trading

Date: _____