PHILIPPINE PORTS AUTHORITY

05 APR 2023

NOTICE TO PROCEED

ENGR EMMANUEL A POROL
Operations Manager
Claythem Engineering Services
Interior Marcos Tigla St., Brgy. 5
Poblacion, Lucban, Quezon

Dear **Engr Porol**:

We are pleased to inform you that the purchase order for the project entitled **SUPPLY OF LABOR AND MATERIALS FOR THE REPAIR OF AIR-CONDITIONING UNITS (ACUs) AT PORT SERVICES DIVISION AND ENGINEERING SERVICES DIVISION** 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 SINOCRUZ PhD
Port Manager

Conforme:

ENGR EMMANUEL A POROL
Claythem Engineering Services
Date: _____