Republic of the Philippines
PROVINCE OF ORIENTAL MINDORO
MUNICIPALITY OF PINAMALAYAN
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OFFICE OF THE MUNICIPAL MAYOR

NOTICE TO PROCEED

October 9, 2026

THE MANAGER
MJP ENTERPRISES
Pinamalayan, Oriental Mindoro

Dear Sir / Madam,

The attached copy of the Agreement having been approved, notice is hereby **MJP ENTERPRISES** that "**Delivery of Goods**" may commence on the **Procurement of Regular Office Supplies, Ink and Toner for 4th Qtr. 2026** effective upon receipt of this Notice to Proceed.

Upon receipt of this notice, you are responsible for performing the services under the terms and conditions of the Contract and in accordance with the Implementation Schedule.

Please acknowledge receipt and acceptance of this notice by signing both in the space provided below. Keep one copy and return the other to the Office of the Mayor thru the BAC Secretariat.

Very truly yours,

HON. RODOLFO M. MAGSINO,
Municipal Mayor

I acknowledge receipt of this Notice on 10/9/26

Name of Representative of the Bidder: **THE MANAGER**

Authorized Signature: _____