REPUBLIC OF THE PHILIPPINES
OFFICE OF THE CITY MAYOR
DAGUPAN CITY

NOTICE TO PROCEED

December 22, 2025

Ms. CLARABELLE ANN DOMAGAS
Manager/ Owner
NINE-JA TRADING
Unit 22 RTA Bldg. Gomez St.,
Barangay IV Dagupan City, Pangasinan

Dear Ms. Domagas:

The attached Contract of Agreement having been approved, notice is hereby given to **NINE-JA TRADING** that the delivery may proceed effective on the date of receipt of this Notice for the **PROCUREMENT OF VARIOUS OFFICE SUPPLIES, OTHER SUPPLIES AND SEMI-EXPENDABLE ITEMS FOR VARIOUS OFFICES / DEPARTMENT USE, DAGUPAN CITY** with contract amount of **SIX HUNDRED SEVENTY-THREE THOUSAND THIRTY-NINE PESOS AND 40/100 ONLY (Php673,039.40).**

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

Please acknowledge receipt and acceptance of this notice by signing all copies in the space provided below. Keep one copy and return the others to the **CITY GOVERNMENT OF DAGUPAN.**

CONTRACT DURATION: **7 CALENDARY DAYS**

Very truly yours,

HON. BELEN T. FERNANDEZ
City Mayor

Conforme:

Signature of the Authorized Representative: _____

Name of the Authorized Representative: CLARABELLE ANN DOMAGAS

Date of receipt of this Notice: _____

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