

NOTICE TO PROCEED

MS. CECILIA P. GARCIA

Authorized and Designated Representative

8 Times 8 General Merchandise

762 Int. 27 J. Planas St.

Gagalangin Tondo, Manila

Dear **Ms. Garcia:**

Following the approval of the attached Purchase Order, notice is hereby given to **8 Times 8 General Merchandise** to proceed immediately upon receipt of this Notice for **supply and delivery of 173 pieces of Polo Shirt and 35 pieces of Jacket for the Celebration of Mental Health Awareness** with contract price amounting to **One Hundred Thirty-Five Thousand Three Hundred Eighty Pesos Only (PhP135,380.00)**, inclusive of all applicable taxes.

8 Times 8 General Merchandise is responsible for performing the services under the terms and conditions of the Purchase Order and in accordance with the Implementation Schedule. For delivery of goods, please inform our Property Officer through paula_granale@tpb.gov.ph at least three (3 days) prior to delivery, to provide ample time for the preparation and approval of the gate pass and ensure availability of inspectors at the time of delivery. Also, please note that delivery personnel need to present a barangay health clearance or negative COVID19 test result upon entry to Legaspi Towers 300.

Please acknowledge receipt and acceptance of this notice by signing in the space provided below. Keep one (1) copy and return the other to the Tourism Promotions Board (TPB).

Very truly yours,



MARIA ANTHONETTE C. VELASCO-ALLONES

Chief Operating Officer 

Date: December 28, 2021

Conforme:

8 TIMES 8 GENERAL MERCHANDISE

Date: