



Republic of the Philippines  
**Department of Education**  
 Procurement Management Service

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**NOTICE TO PROCEED**

December 29, 2023

Date

**MEAGAN A. LAMANILAO**  
 Authorized Representative  
**TOP ASIA FURNITURE PRODUCERS COOPERATIVE**  
 No. 09 Pearl Island Compound Phase-1,  
 Malinis St., Lawang Bato, Valenzuela City

Project No.: **2023c-SIF1(001&002)-BI-CB-003a**

Project: **Supply, and Door-to-Door Delivery of School Furniture for Elementary, Junior, and Senior High Schools Using the 10% Allocation for Cooperatives of Persons with Disabilities (PWD) and the 15% Allocation for Different Types of Cooperatives Under CY 2022 School Furniture Program**

Dear **Ms. Lamanilao**:

The attached **Contract** of the above project, bearing no. **2023c-SIF1(001&002)-BI-CB-003a-C089** in the amount of **Philippine Pesos Thirty-Seven Million, Six Hundred Fifty Eight Thousand, Eight Hundred Twenty and 00/100 (PhP37,658,820.00)** only, having been approved, this Notice is hereby issued to **TOP ASIA FURNITURE PRODUCERS COOPERATIVE** that the firm's performance of its contractual obligations shall commence effective from the date of receipt of this Notice by the firm.

Therefore, the firm is responsible for performing said obligations in accordance with the terms, conditions, and implementation schedule of the **Contract**.

Kindly acknowledge receipt and acceptance of this Notice by signing in the space provided below.

Very truly yours,

**ATTY. MICHAEL WESLEY T. POA**  
 Undersecretary and Chief of Staff

I acknowledge receipt of this Notice on:  
 Name of the Representative of the Supplier:  
 Authorized Signature:

*[Signature]*  
 Jan. 15, 2024  
**MEAGAN A. LAMANILAO**  
*[Signature]*

*Encl. as stated.*