



Republic of the Philippines  
Department of Education

**NOTICE TO PROCEED**

**MAY 24 2021**

Date

**THERESA JOY P. ARANETA**  
Managing Director  
**Work Habits Trading**  
Blk. 7 Lot 5bB St., Greenwoods Executive Village  
Brgy. San Andres, Cainta Rizal

Project No. : 2021-ProcMS3(005)-AC-NPSVP-003  
Project Name : Purchase of Jackets and Polo Shirts for Meetings

Dear **Ms. Araneta**:

The attached **Purchase Order**, bearing no. **2021-ProcMS3(005)-AC-NPSVP003-P002**, in the amount of **Philippine Pesos Forty-Eight Thousand, Four Hundred and 00/100 (PhP48,400.00)** only, having been approved, this Notice is hereby issued to **Work Habits Trading**, that the firm's performance of its obligations shall commence effective from date of receipt of this Notice by the firm.

Therefore, you are responsible for performing said obligations in accordance with the terms, conditions and implementation schedule of the **Purchase Order**.

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

Very truly yours,

  
**ATTY. MARCELO H. BRAGADO, JR.**  
Director IV  
Procurement Management Service

I acknowledge receipt of this Notice on: MAY 24 2021

Name of Representative of the Supplier: THERESA JOY P. ARANETA

Authorized Signature: 