

## NOTICE TO PROCEED

25 April 2025

**MATT TUNGOL**

Authorized Representative

**MATT'S CATERING**

232 Therese Building, North Bay Blvd. South

Navotas City

Dear **Mr. Tungol**:

With the approval of the attached Purchase Order (PO) No. 001098, notice is hereby given to **MATT'S CATERING** to proceed with the Supply and Delivery of Catering Services for the Completed Staff Work (CSW) Training according to the terms and conditions of the said PO on April 28-29, 2025.

Please indicate your concurrence by signing the Notice to Proceed on the space provided below and kindly return the same within three (3) calendar days upon the signing thereof.


Thank you.

Very truly yours,

**ATTY. ELVIRA V. ESTANISLAO**

Senior Vice President, CSG

Conforme:

  
**MATT TUNGOL**  
Authorized Representative  
**MATT'S CATERING**  
Date: April 25, 2025