



Republic of the Philippines
OFFICE OF THE PRESIDENT
COMMISSION ON HIGHER EDUCATION
Regional Office III



NOTICE TO PROCEED

December 3, 2024

Ms. Joy Villador

Banquet Sales Account Manager

Best Western Plus Metro Clark (JAD Savers Development Co., Inc.)

Savers Mall, Mac Arthur Highway Balibago Angeles, City

Dear Ms. Villador:

Notice is hereby given to **Best Western Plus Metro Clark (JAD Savers Development Co., Inc.)** for the procurement of Venue, Meals, and Accommodation for the conduct of the "4th Quarter CY 2024 National Directorate and Commission en Banc Meeting cum Consultative Workshop for the Scholarship for Staff and Instructor's Knowledge Advancement Program (SIKAP) on December 10-13, 2024", effectively from receipt of this Notice.

From the receipt of this notice, you are fully responsible to perform the services under the terms and conditions specified in the Purchase Order and in accordance with the implementing schedule mutually agreed upon thereof.

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

Very truly yours,

DR. LORA LANDAYAN YUSI

Director IV

CONFORME:

Joy villador/ Sales Manager

PRINTED NAME/POSITION

SIGNATURE

Dec 3, 2024

DATE