



Republic of the Philippines  
Province of Albay  
CITY OF TABACO

**Office of the City Mayor**

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**NOTICE TO PROCEED**

MAR 10 2025

**CYNTHIA A. CRUZ**

Authorized Representative

**JAC Automobile Int'l. Phils. Inc.**

1 ITC Compound Cor. Gen. Luis St.,  
Bagbaguin, Barangay 169, District 1,  
Caloocan City

Dear Ms. Cruz,

The attached Contract Agreement having been approved, notice is hereby given to **JAC Automobile Int'l. Phils. Inc.** that work may proceed on the **Supply and Delivery of 1-Unit Brand New Wheel Type Backhoe-Loader for Central MRF Operation and Maintenance, City Mayor's Office, Tabaco City under Contract ID No. 003-01-2025-GOODS-PB** effective immediately upon receipt of this notice.

Upon receipt of this notice, you are responsible for performing the services under the terms and conditions of the Agreement and in accordance with the Implementation Schedule.

Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below. Keep one copy and return the other to the LGU-Tabaco City.

Very truly yours,

**CIELO KRISSEL BURCE LAGMAN**  
City Mayor

Received by:

  
Cynthia Cruz  
Name and Signature

Date: 3/12/2025