



Republic of the Philippines  
Province of Albay  
CITY OF TABACO

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for justice 8

**Office of the City Mayor**

**NOTICE TO PROCEED**

MAY 27 2025

**JERRY VICENTE S. CATABIJAN**  
President  
**St. Mary's Publishing Corporation**  
Morocco Drive, Santa Rosa Estates II, Sto Domingo  
Sta Rosa, Laguna

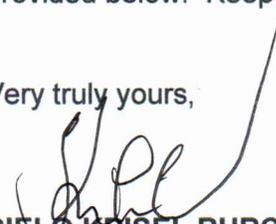
Dear Mr. Catabijan,

The attached Contract Agreement having been approved, notice is hereby given to **Supply & Delivery of Supplementary Instructional Materials for Grade 7, SDO-Tabaco City under PR No. 25-05-0639**, effective immediately upon receipt of this notice.

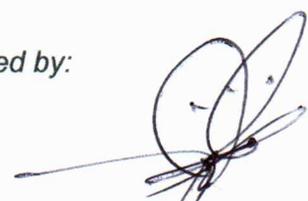
Upon receipt of this notice, you are responsible for performing the services under the terms and conditions of the Agreement and in accordance with the Implementation Schedule.

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:

  
\_\_\_\_\_  
Name and Signature

Date: 5/29/2025