



Republic of the Philippines
Province of Albay
CITY GOVERNMENT OF TABACO
REYNALDO BENIG BRAGAIS
City Mayor
2nd Floor, Tabaco City Hall
bragaisreynaldo729@gmail.com

Office of the City Mayor

24 November 2025

JOY L. PALOMA
Company Owner
JONYCEN A. LLANERA
Authorized Representative
JOUIR GENERAL MERCHANDISE
Barangay 8, Bagumbayan, Legazpi City

NOTICE TO PROCEED

Dear Joy / Jonycen,

The attached Contract Agreement having been approved, notice is hereby given to **JOUIR GENERAL MERCHANDISE** that work may proceed on the **Supply and Delivery of Pamaskong Handog Pack, City Mayor's Office, Tabaco City, under Contract ID No. 008-09-2025-GOODS-PB-Pamaskong Handog** effective immediately upon receipt of this notice.


You are responsible for performing the services under the terms and conditions of the Contract Agreement and in accordance with the implementation schedule.

Kindly 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.

Sincerely yours,


REYNALDO B. BRAGAIS
City Mayor

Received By:


Joy L. Paloma
(Signature over Printed Name)
Authorized Representative

Date: 24 NOV 2025

SERBISYO ASIN PROGRESO