



Republic of the Philippines  
Province of Albay  
**CITY GOVERNMENT OF TABACO**

**REYNALDO BENIG BRAGAIS**  
City Mayor  
2<sup>nd</sup> Floor, Tabaco City Hall  
[bragaisreynaldo729@gmail.com](mailto:bragaisreynaldo729@gmail.com)

*Office of the City Mayor*

December 18, 2025

Marilyn Lopez  
Authorized Representative  
**ALBAY COMPUTER & ELECTRONICS SUPPLIES & REPAIR**  
Quezon Avenue Extension, Dinagaan  
Legazpi City

## NOTICE TO PROCEED

*Dear Marilyn,*

The attached Contract Agreement having been approved, notice is hereby given to **ALBAY COMPUTER & ELECTRONICS SUPPLIES & REPAIR** that work may proceed on the *Supply and Delivery of Computer Equipment Bureau of Fire Protection Office, Tabaco City Contract ID No. 014-10-2025-GOODS-PB-Computer Equipment* 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:**   
Marilyn Lopez  
Sr Sales Associate  
Albay Computer (ACES)

*(Signature over Printed Name)*  
Authorized Representative

Date: 12-18-25

**SERBISYO ASIN PROGRESO**