



**NOTICE TO PROCEED**

**11 OCT 2024**

**MR. MARK CRISTHIAN VILLARIN**  
*Authorized Representative*  
**RED ROOT ARTISTS AND ARTISANS**  
**MULTI-PURPOSE COOPERATIVE**  
 #62-B Mapagkangawa St.  
 Teacher's Village East, Quezon City

*PMD Copy*

**RE: ONE (1) LOT LAYOUT, GRAPHIC DESIGN, CONDUCT OF PHOTOSHOOT, AND SUBMISSION OF QUALITY PHOTOS FOR THE 2023 GCG ANNUAL REPORT**

Dear Mr. Villarín,

This is to inform you that the attached Contract Agreement for the procurement of **ONE (1) LOT LAYOUT, GRAPHIC DESIGN, CONDUCT OF PHOTOSHOOT, AND SUBMISSION OF QUALITY PHOTOS FOR THE 2023 GCG ANNUAL REPORT** has been approved effectively after receipt of this notice in the amount of **ONE HUNDRED NINETY-FIVE THOUSAND PESOS ONLY (₱195,000.00)**.

The provisions of the attached contract shall thus take effect as stated therein. Kindly acknowledge receipt and acceptance of this notice in 3 copies by signing in the space provided below.

**FOR YOUR APPROPRIATE ACTION.**

Very truly yours,

**ATTY. MARIUS P. CORPUS**  
*Chairperson and Head of the Procuring Entity*

Received by:

**MR. MARK CRISTHIAN VILLARIN**

(Signature above printed name)

**11 OCT 2024**

(Date and Time of receipt)

