



Republika ng Pilipinas  
**KAGAWARAN NG KATARUNGAN**  
*Department of Justice*  
Manila

**ROBINSONS HOTEL & RESORTS**  
**(SUMMIT HOTEL AND RESORTS)**  
22F Robinsons Equitable Tower  
ADB Avenue corner Pedro Poveda St.  
Ortigas Center, Pasig City

Attention : **Ms. DONNA LYN DONCILLO**  
Re : **NOTICE TO PROCEED**

Madam:

Pursuant to Republic Act No. 9184 or the *Government Procurement Reform Act*, you are hereby given notice to proceed with the execution of the contract awarded in your favor for the conduct of training on Board of Claims manual of operations to be held in Tacloban City on 4-5 October 2021.

The contract between you and the Department of Justice shall be effective immediately upon receipt hereof.

Very truly yours,

**ADRIAN FERDINAND S. SUGAY**  
*Undersecretary*

CONFORME:

*DONNA LYN DONCILLO*

*Authorized Representative*

**29 SEP 2021**