



Republic of the Philippines  
**DEPARTMENT OF JUSTICE**  
**Regional Prosecution Office XI**  
2<sup>nd</sup> Floor Room 205 Hall of Justice Building  
Candelaria Avenue, Ecoland, Davao City  
Tel. Nos. (082) 297-8947; Fax No. (082) 297-6149 and (082) 297-4473  
e-mail-add.: [orp11@doj.gov.ph](mailto:orp11@doj.gov.ph)

## NOTICE TO PROCEED

**11 May 2021**

**The MANAGER**

GH Office Depot  
Monteverde Street, Davao City

Dear Sir/Madam:

Pursuant to **RPOXI-BAC Resolution No. 2021-CUS-06** dated 07 May 2021, your company is awarded with a contract for the procurement of common use office supplies with a contract amount of **Two Hundred Sixty One Thousand One Hundred Eighty Five and 80/100 Pesos (₱ 261,185.80)**.

In view thereof, you are required to deliver the said office supplies, complete specification is listed in the attached **Purchase Order No. 2021-05-02** dated 11 May 2021, within ten working (10) days upon receipt of this notice, to the Regional Prosecution Office XI, Room 205, 2<sup>nd</sup> Floor, Hall of Justice, Building, Candelaria Avenue, Ecoland, Davao City.

Very truly yours,

  
**JANET GRACE B. DALISAY-FABRERO**

Regional Prosecutor  
Head of Procuring Entity

**Confirmed:** GH Office Depot

Received by :

  
Grace L. Polpo

Date :

5-15-2021