



Republic of the Philippines  
**DEPARTMENT OF JUSTICE**  
**Regional Prosecution Office XI**  
2<sup>nd</sup> Floor Room 205 Hall of Justice  
Candelaria Ave., Ecoland, Davao City  
Telephone No. (082) 2978947; Telefax No. (082) 2976149  
E-mail Address: [orp11@doj.gov.ph](mailto:orp11@doj.gov.ph)



## **NOTICE TO PROCEED**

**23 November 2022**

**The MANAGER**

GH Office Depot  
Monteverde Street, Davao City

Dear Sir/Madam:

In connection with the procurement of common use office supplies, with a contract amount of **Sixteen Thousand Nine Hundred Ninety-Two Pesos (₱ 16,992.00)**.

You are hereby directed to deliver said office supplies, complete specification listed in the attached **Purchase Order No. PO-2022-CUS-SEM2-01** dated 23 November 2022, within fifteen (15) working days upon receipt of this Notice to Proceed, to the Regional Prosecution Office XI, Room 205, 2<sup>nd</sup> Floor, Hall of Justice, Building, Candelaria Avenue, Ecoland, Davao City.

Please acknowledge receipt hereof by returning the duly signed copy of this notice within three (3) days.

Very truly yours,

  
**JANET GRACE B. DALISAY-FABRERO**  
Regional Prosecutor  
Head of the Procuring Entity

**Confirmed:** GH Office Depot  
Grade 11/20/p01

Received by: \_\_\_\_\_

Date: \_\_\_\_\_

NOV 25 2022