



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

**NOTICE TO PROCEED**

**13 December 2021**

**The MANAGER**  
GH OFFICE DEPOT  
Monteverde Avenue  
Davao City

Dear Sir/Madam:

Pursuant to **RPOXI-BAC Resolution No. 2021-CUS-12-01** dated 06 December 2021, your company is awarded with a contract for the procurement of common use office supplies with a contract amount of **Ninety Eight Thousand Two Hundred Fifty Seven and 80/100 Pesos (P 98,257.80)**.

In view thereof, you are required to deliver the said office supplies, complete specification is listed in the attached **Purchase Order No. 2021-CUS-12-01** dated 13 December 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 GRACIA DALISAY-FABRERO**  
Regional Prosecutor  
Head of the Procuring Entity *Jr*

Received, Acknowledged and Accepted by:

**Conformed:** GH Office Depot

Received by : Grace L. Polopol  
Date : 12/21/2021