



Republic of the Philippines  
**CITY OF OLONGAPO**  
**BIDS AND AWARDS COMMITTEE**  
BAC Office, 3 /F City Hall Complex  
Tel./Fax No. (047)611-4827  
Web: www.olongapocity.gov.ph

Project Number: **OC-273 (VD-05) 23 GD**  
Project Name: **Procurement for the Supply and Delivery of IT for Various Departments**  
End User: **Various Department, Olongapo City**

### **NOTICE TO PROCEED**

December 29, 2023

**MS. MYLENE S. MERCADO**  
Single Proprietor  
**10TH NOTE TRADING**  
5 Ragang Quezon City, Metro Manila

Dear Sir/ Madame:

The attached Contract Agreement having been approved, notice is hereby given to **10TH NOTE TRADING** that work may proceed on the above stated project on **December 29, 2023**.

Upon receipt of this notice, you are responsible for performing the services under the terms and conditions of the Agreement and in accordance with the Implementation Schedule.

Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below. Keep one copy and return the other to the **Local Government of Olongapo City**.

Very truly yours,

  
**ATTY. ROLEN C. PAULINO, JR.**  
City Mayor

I acknowledge this receipt of this Notice on DEC. 29, 2023

Name of the Representative of the Bidder: 10TH NOTE TRADING

Authorized Signature: 