



Republic of the Philippines  
**OFFICE OF THE CITY MAYOR**  
City of Puerto Princesa

**NOTICE TO PROCEED**

MAR 07 2025

**MEGAPRINT ADS AND TRADING**

277 Cabiguen Building

Rizal Avenue

Puerto Princesa City

Represented by: Marianne B. Miranda

Dear Ms. Miranda,

The attached Contract and Purchase Order No. BAC – 2025 PB-03-032 dated MAR 06 2025, having been approved, notice is hereby given to **MEGAPRINT ADS AND TRADING** for the "Procurement of Supply and Delivery Various Merchandise Items (eco bags/paper bags with tourism branding logo, tote bags with tourism, branding logo, etc.)", may proceed, requested by the Office of the City Tourism, at a contract cost equivalent to One Million Four Hundred Sixty-Four Thousand Pesos (Php 1,464,000.00) within Seven (7) Calendar Days from receipt of this Notice.

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

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 City Government of Puerto Princesa, through the Office of the Undersigned.

Very truly yours,

By Authority of the City Mayor:

  
**ATTY. ARNEL M. PEDROSA**  
City Administrator

Conformed:

**MEGAPRINT ADS AND TRADING**

(Business Name)

By:

  
(Signature over Printed Name)

miranda 3/7/25  
(Position/Designation/Date)

Copy of this document is intended for Supplier's Copy, Accounting Office copy, COA's copy, GSO copy and Office file only.

*Apuradong Administrasyon*

New City Hall Building, Bgy. Sta. Monica, Puerto Princesa City, Palawan 5300 • Tel. No. (048) 717-8049