



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

NOTICE TO PROCEED

SKYLIGHT HOTEL GROUP, INC.
210 A Rizal Avenue
Barangay Manggahan
Puerto Princesa City
Represented by: Mark Terrence L. Law

SEP 10 2025

Dear Mr. Law,

The attached Contract and Purchase Order No. BAC – 2025 - PB- 091- 125 dated SEP 03 2025, having been approved, notice is hereby given to **SKYLIGHT HOTEL GROUP, INC.** for the "Procurement of Supply and Delivery of Meals and Snacks with Venue" may proceed, requested by the Office of the City Health Officer – HERO, at a contract cost equivalent to **One Million One Hundred Thousand Four Hundred Pesos (Php 1,100,400.00)** 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

I acknowledge receipt of this Notice:

SKYLIGHT HOTEL GROUP, INC.

By: 
(Signature over Printed Name)

10/10/25
(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.

Mega Apuradong Administrasyon