



NOTICE TO PROCEED

DEC 11 2025

COJIMZ TRADING
Purok Mangga, Barangay Sicsican
Puerto Princesa City
Represented by: Nanette D. Jimenez

Dear Ms. Jimenez,

The attached Contract and Purchase Order No. BAC-2025 - PD - 12 - 195 dated DEC 10 2025, having been approved, notice is hereby given to **COJIMZ TRADING**, for the "Supply and delivery of various spare parts and accessories" requested by the Office of City General Services Officer at a contract cost equivalent to **Five Hundred Thirteen Thousand Eight Hundred Seventy-Five Pesos (Php 513,875.00)** 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.

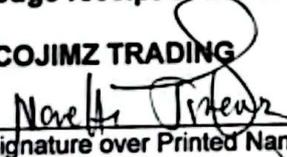
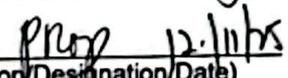
Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below. Keep one copy and return the other to the City Government of Puerto Princesa, through the Office of the Undersigned.

Very truly yours,

By Authority of the City Mayor:


ATTY. ARNEL M. PEDROSA
City Administrator

I acknowledge receipt of this Notice:

By: **COJIMZ TRADING**

(Signature over Printed Name)

(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