



Republic of the Philippines  
Province of Laguna  
**Municipality of Los Baños**  
*Special Science and Nature City*  
**BIDS AND AWARDS COMMITTEE**

**BAGONG**  
**LOS BAÑOS**  
Municipal Building  
National Highway, Brgy. Timugan,  
Los Baños, Laguna 4030, Philippines  
Tel Nos. (049) 530-2818 loc. 106/306

Project Reference No: 22-GOODS-30  
SUPPLY AND DELIVERY OF COMMON  
OFFICE SUPPLIES FOR VARIOUS  
OFFICES, LOS BAÑOS, LAGUNA

### NOTICE TO PROCEED

October 18, 2022

**MS. HEIDI L. DE JESUS**  
*Proprietress*  
PINNACLE SPHERE ENTERPRISES  
Los Baños, Laguna

Dear Ms. De Jesus:

The attached Contract having been approved, notice is hereby given to **PINNACLE SPHERE ENTERPRISES** for the **SUPPLY AND DELIVERY OF COMMON OFFICE SUPPLIES FOR VARIOUS OFFICES, LOS BAÑOS, LAGUNA** upon the receipt of this notice under the terms and conditions of the Contract 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 Municipality of Los Baños.

Very truly yours,

  
**ANTHONY F. GENUINO**  
Municipal Mayor

I acknowledge receipt of this Notice on OCT 21 2022

Name of the Representative of the Bidder **PINNACLE SPHERE ENTERPRISES**  
PINNACLE SPHERE ENTERPRISES

Authorized Signature: **HEIDI L. DE JESUS**  
**Proprietress**