



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-NNP-02  
SUPPLY AND DELIVERY OF  
JANITORIAL SUPPLIES FOR VARIOUS  
OFFICES, LOS BAÑOS, LAGUNA

## NOTICE TO PROCEED

December 8, 2022

**MS. NELA C. SOTALBO**

*Owner*

**SMS MARKETING**

5165 National Road, Brgy. Maahas,  
Los Baños, Laguna

Dear Ms. Sotalbo:

The attached Contract having been approved, notice is hereby given to **SMS MARKETING** for the **SUPPLY AND DELIVERY OF JANITORIAL 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

Received by:

Signature over Printed Name

Date: 12-09-22