Republic of the Philippines
Province of Laguna
Municipality of Los Baños
Special Science and Nature City
BIDS AND AWARDS COMMITTEE
3/F, Municipal Building, National Highway, Brgy. Timugan, Los Baños, Laguna, 4030
Tel No. (049) 530 2818 Local: 3006

BAGONG PILIPINAS

NOTICE TO PROCEED

MAY 25 2026

MS. NELA C. SOTALBO
Owner
SMS MARKETING
5165 National Road, Brgy. Maahas,
Los Baños, Laguna

RE: SUPPLY AND DELIVERY OF SEMI-EXPENDABLE FURNITURE AND FIXTURES FOR VARIOUS OFFICES (EXECUTIVE OFFICES), LOS BAÑOS, LAGUNA (26-GOODS-12)

Dear Ms. Sotalbo:

Pursuant to the Purchase Order/Contract No. 26-05-172, you are hereby directed to perform your obligations as stipulated in this contract. No revisions of the contract shall take effect unless approved in writing by this office.

Very truly yours,

NEIL ANDREW N. NOCON
Municipal Mayor

Received by:

NELA C. SOTALBO
Owner
Signature over Printed Name

Date: MAY 25 2026

Republic of the Philippines
Province of Laguna
Municipality of Los Baños
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BIDS AND AWARDS COMMITTEE
3/F, Municipal Building, National Highway, Brgy. Timugan, Los Baños, Laguna, 4030
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BAGONG PILIPINAS

NOTICE TO PROCEED

MAY 25 2026

MS. NELA C. SOTALBO
Owner
SMS MARKETING
5165 National Road, Brgy. Maahas,
Los Baños, Laguna

RE: SUPPLY AND DELIVERY OF SEMI-EXPENDABLE FURNITURE AND FIXTURES FOR VARIOUS OFFICES (LEGISLATIVE OFFICES), LOS BAÑOS, LAGUNA (26-GOODS-12)

Dear Ms. Sotalbo:

Pursuant to the Purchase Order/Contract No. 26-05-174, you are hereby directed to perform your obligations as stipulated in this contract. No revisions of the contract shall take effect unless approved in writing by this office.

Very truly yours,

HON. MARLO PJ A. ALIPON
Municipal Vice Mayor

Received by:

NELA C. SOTALBO
Signature over Printed Name
Owner

Date: MAY 25 2026