

Republic of the Philippines  
City Government of Tanauan  
Laurel Hill, Brgy. Natatas, Tanauan City  
(043)728-9837  
www.tanauacity.gov.ph

NOTICE TO PROCEED

December 30, 2020

**MS. ANNALOU C. PALLARCA**  
**COSMIC TECH NOLOGIES, INC.**  
901 Apacible St. corner Leon Guinto St.,  
Ermita, Manila

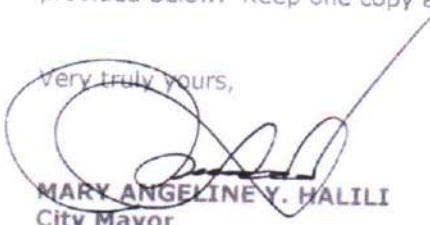
Dear Ma'am:

The attached Contract Agreement having been approved, notice is hereby given to **COSMIC TECH NOLOGIES, INC.** that **Supply and Delivery of (IT) Laptop for Teachers of Deped Tanauan City in their remote/distance learning** effective on **January 4, 2021 / 5 days** after the receipt of this notice.

Upon receipt of this notice, you are responsible for performing the services under the terms and conditions of the Agreement 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 **City Government of Tanauan.**

Very truly yours,

  
**MARY ANGELINE Y. HALILI**  
City Mayor

I acknowledge receipt of this Notice on \_\_\_\_\_

Name of the Representative of the Bidder: ANNALOU C. PALLARCA

Authorized Signature:  \_\_\_\_\_

CGT-PROC-F25