



Republic of the Philippines  
**MUNICIPALITY OF KAPALONG**  
Province of Davao  
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**OFFICE OF THE MUNICIPAL MAYOR**

*June 29, 2023*

**The Manager**  
**ERJC ENTERPRISES**  
*Maniki, Kapalong Davao Del Norte*

**Sir:**

*This is in connection with the approval of your contract for the **Supply and Delivery of following items:***

- *Office Supplies*

**“NOTICE TO PROCEED”** is hereby given to the above – quoted project.

*You may therefore start to deliver on the said Supplies and Materials effective even date and the contract time shall be counted seven (7) days from the said date.*

*Very truly yours,*

**(SGD.) MARIA THERESA R. TIMBOL**  
*Municipal Mayor*