



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

March 27, 2024

**MR. GEROME MEL P. GARCIA**

Authorized Representative

DAVAO CENTRAL WAREHOUSE CLUB, INC.

Prk. Malinawon, Apkon Road, Magugpo East,

Tagum City

**Sir,**

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

- Catering Services (Meal/Snack and Accommodation) for Disaster Risk Reduction and Management Multi-Year Plan Formulation for 2025-2028
- Catering Services (Meal/Snack and Accommodation) for Rapid Damage Assessment and Needs Analysis

**“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