



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

April 2, 2025

MS. MARICAR MELGAR

Manager

MELGAR AGRICULTURAL SUPPLY

Maloles Building, Tagum, Public Terminal,
Tagum City, Davao del Norte

Ma'am ,

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

- Purchase of Agricultural/Marine Supplies for Tissue Culture Laboratory

"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

Received by:

Name and Signature : _____

Of Authorized Representative

Date : _____