



DEPARTMENT OF FOREIGN AFFAIRS  
KAGAWARAN NG UGNAYANG PANLABAS  
**NOTICE TO PROCEED**


25 July 2016

**Madam:**

Please be informed that pursuant to the Notice of Award dated 25 July 2016, signed by the Undersecretary for Administration and Head of the Procuring Entity, the **Hotel Jen** is hereby given this Notice to Proceed to provide the venue for the Coaching and Mentoring Workshop on 28-29 July 2016 in the total amount of *Seventy-Eight Thousand Pesos* (PhP 78,000.00) only, inclusive of all taxes and other lawful charges.

This Notice is issued in accordance with the requirements of Republic Act No. 9184, otherwise known as the "Government Procurement Reform Act of 2003".

Very truly yours,

  
**LINGLINGAY F. LACANLALE**  
Undersecretary for Administration  
and Head of the Procuring Entity

**Ms. Rona Caparino**  
Sales Manager  
Hotel Jen  
3001 Roxas Boulevard  
Pasay City