



Republic of the Philippines
 Department of Finance
INSURANCE COMMISSION
 1071 United Nations Avenue
 Manila



NOTICE TO PROCEED

22 September 2017

MS. AIMME GAY M. SANTOS
STERN REAL ESTATE AND DEVELOPMENT
 26 Tomas Morato, Quezon City
 Tel. No.: (02) 373-3333 loc. 110-114

Dear **Ms. Santos**:

With the Contract Agreement having been approved, you are given notice to commence the **Lease of Venue (including food, function room and accommodation) for 2018-2020 Functional Group Planning and Budgeting Activity of the Technical Services Group on 27-29 September 2017.**

Likewise, you shall be responsible for performing the required services under the terms and conditions of the Agreement, your proposal/quotation dated 17 August 2017 and the Request for Quotation and Terms of Reference dated 17 August 2017.

Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below. Please return one copy to the Insurance Commission c/o the Bids and Awards Committee Secretariat.

Thank you.

Very truly yours,

DENNIS B. FUNA
 Insurance Commissioner

I acknowledge receipt of this Notice on
 Name of the Representative of the Bidder
 Authorized Signature

: September 22, 2017
 : Aimme Gay Santos
 : _____
 : _____

