



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



NOTICE TO PROCEED

MR. JIM MAIKO H. VELASCO
 Sales Account Executive
THE LAKE HOTEL TAGAYTAY, INC.
 KM.58, Aguinaldo Highway
 Tagaytay City 4120
 Tel. No. : (02)725-7243 / 09954628023;

Dear **Mr. Velasco**:


With the Contract Agreement having been approved, you are given notice to commence delivery for the **Lease of Venue (including use of function room, accommodations and meals) for the GAD Planning and Budgeting Workshop for FY 2020 and Preparation of FY 2018 GAD Accomplishment Report.**

Likewise, you shall be responsible for performing the required services under the terms and conditions of the Agreement and in accordance with the Implementation Schedule.

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
 21 DEC 2018

I acknowledge receipt of this Notice on : _____
 Name of the Representative of the Bidder : JIM MAIKO VELASCO
 Authorized Signature : 