



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



NOTICE TO PROCEED

_____ August 2023

LORALHEI LOUISE V. DAVID
 Authorized Representative
SM PRIME HOLDINGS, INC. – PICO SANDS HOTEL
 Hamilo Coast, Brgy. Papaya, Nasugbu, Batangas

Dear **Ms. David**:

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, TRANSPORTATION SERVICES, DOCUMENTATION SERVICES AND MEALS) FOR THE 2023 IC MID-YEAR PERFORMANCE REVIEW AND PLANNING AND TEAM BUILDING ACTIVITY (P.R. No. 2023-08-246)**.

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

Please acknowledge receipt and acceptance of this Notice by signing both copies in the space provided below. Please return one (1) copy to the Insurance Commissioner c/o the Planning and Management Division and Human Resource Division or the Bids and Awards Committee (BAC) Secretariat.

Very truly yours,


REYNALDO A. REGALADO
 Insurance Commissioner



ACCEPTANCE/CONFORME:

I acknowledge receipt of this Notice on : _____ AUGUST 15, 2023 _____
 Name of the Representative of the Bidder : _____ LORALHEI LOUISE DAVID _____
 Authorized Signature : _____  _____