



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



**NOTICE TO PROCEED**

07 JUNE 2024

**MR. CHRISTOPHER JOHN ORTA**

General Manager

**SEA AND SIERRA VISTA INC. - COSTA PACIFICA**

80 Buton Street, Sitio Labasin, Barangay Sabang, Baler, Aurora

Dear **Mr. Orta**:

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 STRATEGIC PLANNING WORKSHOP FOR FY 2024 AND TEAM BUILDING ACTIVITY (P.R. No. 2024-05-138)**.

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,

**JAYSON P. LOPEZ**  
Officer-in-Charge

**ACCEPTANCE/CONFORME:**

I acknowledge receipt of this Notice on : JUNE 07, 2024  
Name of the Representative of the Bidder : Christopher John Orta  
Authorized Signature : [Signature]