



GSIS Government Service Insurance System
Batangas Branch Office
Alangilan, Batangas City 4200

MR. EFREN P. CASAPAO
Triple E. Casapao Building
Owner and Lessor, Casapao Building
Roxas Drive, Santo Niño
Calapan City, Oriental Mindoro

Notice to Proceed

Dear Mr. Casapao:

Notice is hereby given that service may commence on the **LEASE OF OFFICE SPACE FOR THE CALAPAN EXTENSION OFFICE** for the contract covering the period 01 April 2017 to 30 November 2018.

Upon receipt of this notice, you are responsible for performing the services under the terms and conditions of the Contract and the Terms of Reference.

Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below, retaining one copy and returning the other to the GSIS.

Thank you.

CELESTE E. FERRERAS
Branch Manager
GSIS Batangas

I acknowledge receipt of this Notice on:

MAY 31 2017

Printed Name of Authorized Representative:

EFREN P. CASAPAO

Signature of Authorized Representative:

