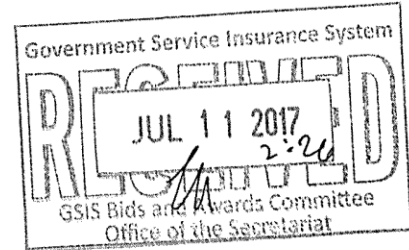




## NOTICE TO PROCEED

June 27, 2017

**MS. ADELLINE BORJA**  
Event Sales Manager  
Hotel Jen Manila  
Pasay City



Dear Ms. Borja,

Notice is hereby given to **HOTEL JEN MANILA** that service may commence on the **LEASE OF VENUE INCLUDING FOOD AND ACCOMMODATION FOR THE GSIS NCR ACCOUNTS MANAGEMENT DIVISION (AMD) PERSONNEL SUMMIT** covering the period July 7 to 8, 2017 (Batch 1) and July 14 to 15, 2017 (Batch 2).

Thus, you shall be 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. Keep one copy and return the other to the GSIS.

Thank you.

*(Original Signed)*  
**MS. ERLINDA D. BAÑARES**  
Vice President

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I acknowledge receipt of this Notice on

July 3, 2017

Printed Name of Authorized Representative

Adel Borja

Signature of Authorized Representative

*[Handwritten Signature]*