



**NOTICE TO PROCEED**

August 20, 2020

**Mr LYL CASTRO**

Officer-in-charge (OIC)

EMCOR, INC.

San Roque Ext Brgy. VII, Roxas City

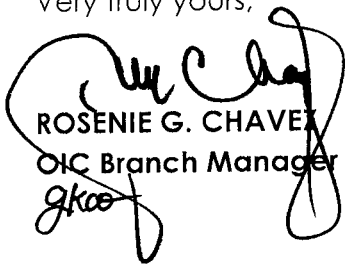
Capiz 5800

Dear **Sir**:

The attached Purchase Order (PO) Number 55-19899 dated August 18, 2020 is for the **DELIVERY AND INSTALLATION OF ONE (1) LOT AIRCONDITIONING UNIT, FLOOR MOUNTED 3-TONNER INVERTER/STAND TYPE** for Roxas Branch Office. Notice is hereby given to you that the above-mentioned transaction shall commence immediately after receipt of this notice.

Upon receipt of this notice, you are responsible for performing the services under the terms and conditions of the agreement. Please acknowledge receipt and acceptance by signing both copies in the space provided below, retaining one copy and returning the other to the GSIS Roxas Branch Office.

Very truly yours,

  
**ROSENIE G. CHAVEZ**  
OIC Branch Manager  
*gkoo*

I acknowledge receipt of this Notice on:

Name of the Representative of the Owner:

Authorized Signature:

8/24/20  
May Ann Drenandez  
