



Republic of the Philippines
MUNICIPALITY OF KAPALONG
Province of Davao
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OFFICE OF THE MUNICIPAL MAYOR

December 1, 2021

MARIA TERESA M. GRAVINO

Proprietor

Worker Saint Marketing

Brgy. Vicente Hizon Sr., Buhangin District, Davao City

Madam,

This is in connection with the approval of your contract for the **Supply and Delivery of following items:**

- Spare Parts for repair and Maintenance of Machinery and Equipment
For Motorpool Operation

“NOTICE TO PROCEED” is hereby given to the above – quoted project.

You may therefore start to deliver on the said Supplies and Materials effective even date and the contract time shall be counted seven (7) days from the said date.

Very truly yours,

(SGD.)MARIA THERESA R. TIMBOL

Municipal Mayor