



Republic of the Philippines  
Province of Camarines Norte  
Daet

**NOTICE TO PROCEED**

**CHARLENE CARAMOAN TOTANES**  
JAI & JAZZ CONSUMER GOODS TRADING  
Daet Central Terminal Brgy. Camambugan Daet, Camarines Norte

Dear Sir:

The attached Contract/Agreement with Purchase Order No. 25103005 having been approved, notice is hereby given to **JAI & JAZZ CONSUMER GOODS TRADING** to proceed on the delivery of **Office Supplies**.

You are responsible to deliver the goods under the terms and conditions of Agreement and in accordance with the implementation schedule.

Please acknowledge receipt and acceptance of this notice by signing copies in the space provided below.

Very truly yours,

ENGR. JOSEPH V. ASCUTIA  
Acting Governor

Conforme:

**CHARLENE CARAMOAN TOTANES**  
Owner

Date: 12-12-25