



Republic of the Philippines
Department of Education
CARAGA REGION

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NOTICE TO PROCEED

September 18, 2026

XAVIER P. GAPAZ
Business Development Manager
Adarna House Inc.
#109 Scout Fernandez, Brgy. Sacred Heart
Quezon City

Sir:

The attached Contract having been signed and approved, notice is hereby given to **Adarna House Inc.** that the supply and delivery may commence on the *Procurement and Delivery of Supplementary Learning Resources (SLRs) for Functional Library Hubs (2025 Budget) – GAD Materials Lot 2* effective on **September 19, 2026.**

Upon receipt of this notice, you are responsible for performing the services under the terms and conditions of the Agreement and in accordance with the Implementation Schedule.

Please acknowledge receipt and acceptance of this notice by affixing your signature in both copies to the space provided below. Keep one copy and return the other to this Office without delay.

Very truly yours,

ALLAN G. FARNAZO
Director III

I acknowledge receipt of this Notice on Sept. 19, 2026
Name of the Representative: Xavier Gapaz
Authorized Signature: _____

ASD/smb
09/18/26



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