



2024-08-109NTP

**NOTICE TO PROCEED**

**MS. JEAN D. CANONoy**

Business Development Officer  
Mitsui Trading Phils. Ltd. Co.  
No. 100 A. Del Mundo Street bet. 7<sup>th</sup> and  
8<sup>th</sup> Avenue, West Grace Park, Caloocan City

Dear Ms. Canonoy:

In reference to the approved contract awarded through BAC Resolution No. 195 s. 2024 for the "Procurement of Supply and Delivery of AFETD's Promotional Materials for CY2024 – 4-in-1 Ballpen + Alcohol Spray + CP Stand + Screen Cleaner (2,500 pcs)" in the amount of **Sixty Thousand Pesos Only (PhP60,000.00)**, executed by and between the Department of Energy (DOE) and Mitsui Trading Phils. Ltd. Co., we hereby issue this Notice to Proceed (NTP) for Mitsui Trading Phils. Ltd. Co. to start the implementation of the contract.

Upon receipt of this NTP, Mitsui Trading Phils. Ltd. Co. shall be responsible for completing the services under the Terms and Conditions of the contract in accordance with the Implementation Schedule.

Please acknowledge receipt and acceptance of this notice by signing at the portion provided below.

Please be guided accordingly.

Very truly yours,

**FELIX WILLIAM B. FUENTEBELLA**  
Undersecretary

RECEIVED BY:
<u>Jean Canonoy</u>
Signature over Printed Name
<u>BUSINESS DEV'T OFFICER / MITSUI TRADING PHILS.</u>
Position and Company LTD. CO.
<u>SEPT 17, 2024 / 11:20 am</u>
Date and Time Received