



Republika ng Pilipinas
PAMAHALAANG LUNGSOD NG TACLOBAN
(City Government of Tacloban)
Kanhuraw Hill, Tacloban City 6500
Tel. Nos. 325-3950



NOTICE TO PROCEED

December 26, 2025

**TOPCARS AUTOWORLD CORPORATION
NATIONAL HIGHWAY
PALO, LEYTE**

**THRU: MEILENE GO OLIMPO
General Manager**

Dear Sir:


We are glad to inform you that your company, **TOPCARS AUTOWORLD CORPORATION** has been awarded the contract for the **Procurement of Motor Vehicles** at a contract price of **Two Million Four Hundred Eighteen Thousand Seven Hundred Eight Pesos and 00/100 (Php2,418,708.00) only**. The Period of Delivery for such items shall be within **Ninety (90) Day/s** from receipt of Notice to Proceed or as the need arises.

You may therefore begin to carry on the delivery of goods according to the terms & conditions we have agreed upon in the contract. Prior to delivery of goods, you are hereby required to inform the designated Project Head and the Office of the City General Services Office. Failure, thereto, will mean non-processing of payment related to the above transaction.

Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below. Keep one copy and return the other to the City Government of Tacloban.

BY THE AUTHORITY OF THE CITY MAYOR
Very truly yours,


ATTY. MARIANNE JEAN S. SAAVEDRA
Asst. City Administrator

ALFRED S. ROMUALDEZ
City Mayor 

I acknowledge the receipt of this notice on : DECEMBER 26, 2025
Name of the Representative of the Bidder : MEILENE GO OLIMPO
Authorized Signature : 