



DEVELOPMENT BANK OF THE PHILIPPINES

Head Office: Sen. Gil J. Puyat Avenue corner
Makati Avenue, Makati City, Philippines



BAGONG PILIPINAS

BAC 8AUG'25 AM 9:35

BIDS & AWARDS COMMITTEE

NOTICE TO PROCEED

6 August 2025

Ms. Mavic Malayaw
Assistant Director of Sales
The Bayleaf Cavite
Governor's Drive, General Trias
Cavite 4107

Dear Ms. Malayaw:

In connection with the duly approved and signed Notice of Award and contract/agreement, notice is hereby given to The Bayleaf Cavite to proceed with the delivery of services: day tour passes for fifteen (15) personnel inclusive of meals (lunch, pm snacks, and dinner) for day one (1), accommodation for nine (9) personnel inclusive of meals (breakfast) for day two (2) and entrance to the resort, and use of function room and other resort amenities on August 14-15, 2025 with the contract amount of Forty-Five Thousand Six Hundred Pesos Only (PhP45,600.00) inclusive of all applicable taxes.

Relative thereto, you shall be responsible for performing the terms and conditions indicated in the contract/agreement.

Please acknowledge receipt and acceptance of this notice by affixing your signature on the space provided below. Keep one copy and return the duly signed Notice to Proceed to the Development Bank of the Philippines.

Thank you.

Sincerely,

(SIGNED)

Senior Vice President

ACKNOWLEDGMENT:

(SIGNED)

Mavic Malayaw
Assistant Director of Sales
Authorized Representative

Date: 6 August 2025

Note: Kindly email to sender to acknowledge receipt.

