



DEVELOPMENT BANK OF THE PHILIPPINES
Head Office: Sen. Gil J. Puyat Avenue corner
Makati Avenue, Makati City, Philippines



NOTICE TO PROCEED

MS. CAROLYN G. TAN
PROPRIETRESS
KAITLYN-CUYLER ENTERPRISES
602 MILKYWAY STREET
SUMMIT HOMES, BAYANAN, MUNTINLUPA 1772

Dear Ms. Tan,

The attached Purchase Order (PO) No. PO2500258 dated 6 August 2025 in the amount of PESOS: Three Hundred Seventy-Four Thousand (P374,000.00) having been approved, Notice to Proceed is hereby given to KAITLYN-CUYLER ENTERPRISES on the following item/s intended for the Development Bank of the Philippines (DBP):

Item Description	Quantity/Unit
WALLET, PER SPECIFICATIONS	1,000 PCS
For the use of the Corporate Affairs Department as Corporate Giveaways.	

Upon receipt of this notice, you shall be responsible for the complete delivery of the item/s under the terms and conditions of the Purchase Order.

Please acknowledge receipt and acceptance of this notice by affixing your signature in the space provided below and return this Notice to Proceed to the DBP-Procurement and Inventory Management Department.

Thank you.

Yours truly,

SIGNED

RONALDO U. TEPORA

Senior Vice President

Concurrent Officer-In-Charge, Procurement and Facilities Management Group

ACKNOWLEDGEMENT: **SIGNED** CE:

Carolyn G. Tan *August 07, 2025*

Signature over printed name / Date