



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



## NOTICE TO PROCEED

**MS. CATHERINE C. SANTOS**

**SALES & MARKETING MANAGER**

**LEGACY UNLIMITED, INC.**

No. 1 Libongco Compound, J.P. Rizal St.

Fairlane, Concepcion Uno

Marikina City 1807

Dear Ms. Santos,

The attached Purchase Order (PO) No. PO2500282 dated 27 August 2025 in the amount of PESOS: One Million Four Hundred Fifty-Six Thousand (P1,456,000.00) having been approved, Notice to Proceed is hereby given to LEGACY UNLIMITED, INC. on the following item/s intended for the Development Bank of the Philippines (DBP):

Item Description	Quantity/Unit
12-PIECE TEA SET (6 PCS. COFFEE CUP / 6 PCS. COFFEE SAUCER)	50 STS
8-PIECE TEA SET (4 PCS. COFFEE CUP / 4 PCS. COFFEE SAUCER)	425 STS
For the use of the Branch Banking Group's Branches and BBS-Office of the Head Departments.	

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

Acting Head, Corporate Services Sector

**ACKNOWLEDGEMENT/ACCEPTANCE:**

**SIGNED**

**Catherine C. Santos / August 29, 2025**

Signature over printed name / Date