



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



NOTICE TO PROCEED

10 October 2025

SUNTAWOOD HOME AND OFFICE INC.

Unit C & D 2nd Floor B1 L7 Ma. Luisa Subd Zabarte Road,
Brgy 177, District 1, Caloocan City

Attention : **Ms. GEMMA T. PENITON**
Corporate Secretary

Subject : **Supply, Delivery and Installation of Chairs, Tables and Cabinets to BBG-Northern Luzon Branches**

Dear **Ms. Peniton**,

In connection with the duly approved and signed Notice of Award and Purchase Order, notice is hereby given to **SUNTAWOOD HOME AND OFFICE INC.** to proceed with the subject project within **sixty (60) calendar days** from the date of the signing of this Notice with contract amount of **One Million Two Hundred Twenty Nine Thousand Five Hundred Forty One (P1,229,541.00)** inclusive of all taxes and incidental cost, in accordance with the terms and conditions stipulated in the Contract / Purchase Order.

Please acknowledge receipt and acceptance of this notice by signing in the space provided below. Keep one copy and return the other to BBG-Northern Luzon, Lower Session Road, Baguio City, Benguet or thru email address nlb@dbp.ph.

Thank you.

Sincerely,

signed

VP GERONIMO CRISOLOGO
Acting Head, Branch Banking Sector
Per OO No. dated

Date: 10 OCT 2025

Acknowledgement:

signed

SUNTAWOOD HOME AND OFFICE INC.

Date : _____