



DEVELOPMENT BANK OF THE PHILIPPINES

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



NOTICE TO PROCEED

November 11, 2025

UPA WRC DEVELOPMENT COMPANY
WRCC Bldg. II, 33 Gil Fernando Ave.
San Roque, Marikina City, NCR

Dear Ms. Wan Zhen W. David:

The attached Contract Agreement having been approved, notice is hereby given to **UPA WRC DEVELOPMENT COMPANY** to commence on the **LEASE OF OFFICE SPACE** upon effectivity of the contract.

Thus, you shall be responsible for performing the services under the terms and conditions of the Agreement and in accordance with the Implementation Schedule.

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 Development Bank of the Philippines.

Thank you.

Sincerely,

(SIGNED)

Officer-In-Charge, BBG Metro Manila

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ACKNOWLEDGEMENT:

(SIGNED)

Ms. Wan Zhen W. David

Owner

Date: 11/11/2025 Time: _____

(SIGNED)

Mr. Randy Royce W. David

Partner

Date: 11/11/2025 Time: _____

(SIGNED)

Ms. Catherine W. David

Partner

Date: 11/11/2025 Time: _____

Note: Kindly email/fax to sender to acknowledge receipt