



Republic of the Philippines  
**DEPARTMENT OF AGRICULTURE**  
Regional Field Office 13  
Capitol Site, Butuan City 8600

### NOTICE TO PROCEED

NTP No. **PB 03-114**  
Date: 3-22-24

**ELJHON KENNETH C. BUSTALINO**  
Authorized Representative  
TOYOTA CAGAYAN DE ORO, INC.  
Km. 5, National Highway, Brgy. Libertad  
Butuan City

**SIR:**

The attached Purchase Order having been approved, notice is hereby given to **TOYOTA CAGAYAN DE ORO, INC.** for the Supply and Delivery of **1 unit Passenger Van Vehicle** with PO# **24-03-178 PB** dated **3/7/2024** in the total amount of **Two Million Seven Hundred Eighty-Nine Thousand Pesos Only (₱ 2,789,000.00)**. Delivery is within **Sixty (60) days** upon receipt of this notice.

*Upon receipt of this notice, you are responsible for performing the services under the terms and conditions of the Contract and in accordance with the Implementation Schedule. Please be reminded that you are mandated to notify the Head of the Procuring Entity through Administrative Division on the schedule of delivery two (2) weeks before actual delivery. Delivery schedule should be within office hours and during working days.*

*Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below and return the same to DA-Caraga.*

Very truly yours,

  
**ENGR. RICARDO M. OÑATE, JR.**  
Regional Executive Director

I acknowledge receipt of this Notice on:

Name of the Representative of the Bidder:

Position/Designation:

Signature:

3/25/24  
Eljhon Kenneth C. Bustalino  
Gen- Marketing Professional  
K