



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

### NOTICE TO PROCEED

NTP No. **PB 03-074**

Date: 04-15-25

**RHYAN A. NARVACAN**

Authorized Representative

**MARS AGRI VENTURES AND COMMODITIES, INC.**

J. Saavedra Street, Toril

Davao City

**SIR:**

The attached Purchase Order having been approved, notice is hereby given to **MARS AGRI VENTURES AND COMMODITIES, INC.** for the Supply and Delivery of **Agricultural Chemicals (Lot 2)** with PO# **25-03-107 PB** dated **3/28/2025** in the total amount of **Four Hundred Ninety-Nine Thousand Two Hundred Pesos Only (P499,200.00)**. Delivery period is within **Thirty (30) calendar 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,

  
**REBECCA R. ATEGA**  
RTD for Operations

I acknowledge receipt of this Notice on:

Name of the Representative of the Bidder:

Position/Designation:

Signature:

April 21, 2025

RHYAN A. NARVACAN

PLANTATION OPERATION MANAGER

