



Republic of the Philippines  
**MURCIA WATER DISTRICT**  
Municipality of Murcia  
Province of Negros Occidental  
Email add: [murciawaterdistrict@gmail.com](mailto:murciawaterdistrict@gmail.com)  
Tele/Fax No: (034) 458-8844

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**NOTICE TO PROCEED**


January 24, 2025

**Mr. KEITH CORTUNA**  
Sales Executive  
PROGRESS HOME & OFFICE FURNISHINGS  
Bacolod City

Dear Sir:

This is to inform you that the Purchase Order No. 2025-01-015 for the "Supply and Delivery of various Office Furniture" has been approved. You may now proceed with the delivery within 15 calendar days from the receipt of this notice.

Very truly yours,

  
**ENGR. WINSTON M. MAKILAN**  
General Manager

I acknowledge receipt of this Notice on 1/25/25

Name of the Representative of the Supplier Keith Cortuna

Authorized Signature: 