



Republic of the Philippines
Department of Finance
INSURANCE COMMISSION
1071 United Nations Avenue
Manila

NOTICE TO PROCEED

22 April 2016

Ms. CATHERINE SOLDEVILLA

Sales Manager

SM PRIME HOLDINGS, INC. (Pico Sands Hotel)

Ocean Drive, Mall of Asia Complex, CBP-1A, Pasay City

Pico Sands Hotel, Brgy. Papaya, Nasugbu, Batangas

Telephone No.: 403-1000

Dear **Ms. Soldevilla**:

With the attached Contract Agreement having been approved, you are given notice to commence delivery of the **Lease of Venue (including teambuilding program with facilitators, accommodations, and meals) for the 2016 IC Solidarity Day (P.R. No. 2016-04-90) on 5-6 May 2016.**

Likewise, you shall be responsible for performing the required services under the terms and conditions of the Agreement, your proposal/quotation dated 4 April 2016 and the Request for Quotation and Terms of Reference dated 1 April 2016.

Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below. Please return one copy to the Insurance Commission c/o the Bids and Awards Committee Secretariat.

Very truly yours,

EMMANUEL F. DOOC
Insurance Commissioner

CONFORME:

I acknowledge receipt of this Notice on
Name of Authorized Representative
Signature of Authorized Representative

: APR 22 2016
: Catherine Soldevilla
: [Signature]