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REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF TRANSPORTATION
MARITIME INDUSTRY AUTHORITY

17 December 2025

MR. ROY P. CALAPAN
MEC Staff
MARINA Employees' Cooperative
G/F MARINA Bldg., Bonifacio Dr. cor. 20th St.
Port Area, Manila
Email Add: meccoop2002@gmail.com

SUBJECT: NOTICE TO PROCEED

Dear **Mr. Calapan**:

Notice is hereby given to **MARINA EMPLOYEES' COOPERATIVE** to proceed with the "**Procurement of Various Grocery Items**" with the total contract amounting of One Million Seventy-Nine Thousand Six Hundred Sixty Pesos (P1,079,660.00) inclusive of all taxes and applicable fees and charges.

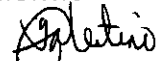
Further, your company shall be responsible for performing the required services under the terms and conditions of Purchase Order No. 2025-12-164 dated 17 December 2025.

Thank you.

Very truly yours,


SOMIA E. MALALUAN
Administrator

Conforme:


ARLYN A. TOLENTINO
Name and Signature

Date: 18 Dec. 2025