

6 March 2024

**MR. ROANNE C. PALAD**  
Authorized Representative  
**LA JOLLA LUXURY BEACH RESORT INC.**  
Sitio Looc, Banawang  
Bagac Bataan, 2107

Subject: **NOTICE TO PROCEED**  
*Procurement of Lease of Venue for the 2024 BCDA Teambuilding and  
Anniversary Activity*



Dear Ms. Palad:

In connection with the approval of the Purchase Order (PO) No. 000354 for the Lease of Venue for the **2024 BCDA Teambuilding and Anniversary Activity**, notice is hereby given to **LA JOLLA LUXURY BEACH RESORT INC.** to proceed with its undertaking to deliver the said venue on March 14-15, 2024, in accordance with the terms and conditions provided in the said PO and Terms of Reference (TOR).

Please indicate your concurrence by signing the Notice to Proceed in the space provided below and return the same upon signing.

Thank you.

Very truly yours,

  
**ATTY. GISELA Z. KALALO**  
Executive Vice President 

Conforme:

  
**ROANNE C. PALAD**  
Authorized Representative  
**LA JOLLA LUXURY BEACH RESORT INC.**  
Date: March 7, 2024