



# DUTY FREE PHILIPPINES CORPORATION

Fiestamall, EHA Bldg. Ninoy Aquino Ave. Parañaque City 1700 Philippines  
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Management System  
ISO 9001: 2015  
www.tuv.com  
ID 210500022



## Notice to Proceed

03 March 2020

**Mr. Leonardo Jose M. Berba**  
Chief Executive Officer  
**INSTITUTE OF CORPORATE DIRECTORS, INC.**  
14th Floor Trident Tower Condo  
H.V. Dela Costa St., Salcedo Village  
Makati City

Dear Mr. Berba:

The attached Contract Agreement having been approved, notice is hereby given to **INSTITUTE OF CORPORATE DIRECTORS, INC.** that work may commence on the **Consulting Services for the Development of Components of a Performance Agreement (HRMD2020-02)** effective on March 03, 11, 12 & 13, 2020.

Thus, you are hereby responsible for performing the services under the terms and conditions of the Agreement and in accordance with the Implementation Schedule.

Please acknowledge receipt and acceptance of this Notice by signing both copies in the space provided below. Keep one copy and return the other to DUTY FREE PHILIPPINES CORPORATION.

Very truly yours,

  
VICENTE PELAGIO MANGALA  
Chief Operating Officer

I acknowledge receipt of this Notice on 03/10/2020

Name of Representative of the Bidder LEONARDO JOSE m. BERBA

Authorized Signature 