



Republic of the Philippines  
**National Irrigation Administration**  
Central Office

July 12, 2022

**Mr. ELMAR M. SAGALONGOS**  
Marketing Professional  
Toyota Balintawak Inc.  
EDSA corner V. Ang Street and  
General Evangelista Street  
Caloocan City

**SUBJECT: NOTICE TO PROCEED (NIACO-S-9R2)**

**Dear Mr. Sagalongos,**

Please be informed that your Contract with the National Irrigation Administration for the Supply and Delivery of Two (2) Units Brand New Passenger/Commuter Van in the amount of **Three Million Six Hundred Forty Thousand Pesos (PhP3,640,000.00)** under Contract No. NIACO-S-9R2 has been approved and is now valid and binding.

In this connection and pursuant to the pertinent provisions of the aforementioned contract, you are hereby officially notified to proceed with the execution of the undertakings as called for therein.

Attached is a copy of the contract for your reference and guidance.

Yours sincerely,

  
**GEN RICARDO R VISAYA (Ret)**  
Administrator

Copy furnished:

- 1.NIA Corporate Auditor;
- 2.Financial Management Department;
- 3.Deputy Administrator for Engineering & Operations; and
- 4.File

  
**ELMAR M. SAGALONGOS** 7/20/2022