



Republic of the Philippines  
**Bangsamoro Autonomous Region in Muslim Mindanao**  
**OFFICE OF THE CHIEF MINISTER**  
Bangsamoro Government Center, Governor Gutierrez Avenue, Rosary Heights VII, Cotabato City 9600

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(Date)

(Name)

Director III-FMS

This Office

Sir/Ma'am:

This letter will serve as your notification that (PMO) is fully responsible for and will guarantee the compliance of signed (e.g. List of Recipients) upon completion of the distribution of the articles stated in the contract.

The said distribution is intended for the residents of the following:

*(Please enlist target Province/City/Municipality)*

(1) Sample

This will also serve as a promise that (PMO) is committed to fulfilling the said obligation as we understand that we are compelled to do so.

This guarantee is continuing and shall be in full force until absolute compliance of documents is made.

If further information is needed, please contact me at ( Phone number/ Official email ).

Sincerely,

(Name)

Project Manager