



REPUBLIC OF THE PHILIPPINES  
**DEPARTMENT OF NATIONAL DEFENSE**  
**OFFICE OF CIVIL DEFENSE-REGION XI**

Door 210, 2<sup>nd</sup> Floor, LDL Bldg., CP Garcia Highway  
Buhangin District, Brgy Communal, Davao City  
Telefax Nos. (082)-297-7915 (082) 297-7479

March 3, 2021

**NOTICE TO AWARD**

**Prince Educational Supply**

132 Bolton St, Poblacion District, Davao City  
(082) 226-3617

Dear Maam/Sir,

We are pleased to notify your office the procurement of underline items with Purchase Order No. 2021-03-031 dated March 3, 2021 to be used for the Commonly used supplies for OCD XI for 1st Quarter CY 2021 (January-March) in the amount of Nineteen Thousand Two Hundred Thirty-Eight & 75/100 Pesos Only (Php **19,238.75**) is hereby accepted. A contract is being awarded to your company.

You will be informed accordingly thru your contact no. or email address specified below to appear before this office for the following requirements:

- Signing of Purchase Order/Contract
- Acknowledgement of Notice to Proceed

Failure to comply with the above requirements within the prescribe period shall be a ground for the Cancellation of this award.

Meantime, you are requested to affix your conformity hereto attached and send this back to us not later than two (2) working days upon receipt of this notice.

Very truly yours,

  
**DIR. MANOLITO P. ORENSE**  
Regional Director

Conforme:

  
Evangelina S. Peña

Signature Over Printed Name

Date: 3-2-21

Contact No. 226-3617



REPUBLIC OF THE PHILIPPINES  
**DEPARTMENT OF NATIONAL DEFENSE**  
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Door 210, 2<sup>nd</sup> Floor, LDL Building, CPG Highway,  
Brgy. Communal, Buhangin District, Davao City  
Telefax Nos. (082)-297-7915 (082) 297-7479

March 3, 2021

**NOTICE TO PROCEED**

**Prince Educational Supply**

132 Bolton St, Poblacion District, Davao City  
(082) 226-3617

Dear Maam,

Please be informed that the Purchase Order No. 2021-03-031 dated March 3, 2021 prepared in your favor to be used for the Commonly used supplies for OCD XI for 1st Quarter CY 2021 (January-March) in the amount of Nineteen Thousand Two Hundred Thirty-Eight & 75/100 Pesos Only (Php **19,238.75**) is hereby approved.

May we request you or your authorized representative to receive this notice and the approved Purchase Order not later than three (3) working days reckoned from the date of this notice.

Furthermore, be reminded that failure on your part to receive document on the specified date is a ground for cancellation of the aforesaid Purchase Order.

Very truly yours,

  
**DIR. MAMOLITO P. ORENSE**  
Regional Director

I acknowledge receipt of this Notice on 3-2-21  
Name of Authorized representative Evangaline S. Peña  
Authorize Signature 