



REPUBLIC OF THE PHILIPPINES
DEPARTMENT OF NATIONAL DEFENSE
OFFICE OF CIVIL DEFENSE

Camp General Emilio Aguinaldo, Quezon City, Philippines

NOTICE TO PROCEED

MS. GEMMA PENITON
Authorized Representative
Peniton Trading
B1L7 Zabarte Rd., Brgy. 177,
Camarin, Caloocan City

Dear **Ms. Peniton**:

In view of the approved Purchase Order, hereby issued is the Notice to Proceed in relation to the project, **“Supply, Delivery and Installation of Four Layer Adjustable Steel Racks and Three Layer Filing Cabinets for ISO Requirements”** with a contract price of **Six Hundred Twenty Seven Thousand Two Hundred Pesos (P627,200.00)** only, in accordance with R.A. 9184 and its Revised IRR, as evaluated and verified in accordance with the requirements of the Office of Civil Defense (OCD).

It is assumed that upon receipt hereof, you shall comply with the terms and conditions set forth in the aforesaid Purchase Order, strictly conform to the delivery schedule and send bill policy for the payment scheme. You are requested to forward the Statement of Account (SOA) to the Administrative and Financial Management Service.

Please acknowledge receipt and acceptance of this Notice by signing both copies in the space provided below. May we further request that one (1) of the copies received be returned to the Office of Civil Defense.

Very truly yours,


USER RICARDO B JALAD
Administrator



I acknowledge receipt of this Notice on 1-7-2021

Name of the Representative of the Bidder: GEMMA T. PENITON

Signature: 