



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

Camp General Emilio Aguinaldo, Quezon City, Philippines

**NOTICE TO PROCEED**

**MS. BERNADETTE P. GARIN**

Authorized Representative  
Dearjohn Services, Inc.  
Unit G, Dearjohn Bldg, 2. No. 27 Presidents Avenue,  
BF Homes, Parañaque City

Dear **Ms. Garin:**

In view of the approved Purchase Order, hereby issued is the Notice to Proceed in relation to the project, **“Provision of Janitorial Services for the COVID-19 Quarantine Facility at Philippine International Convention Center (PICC) from 1 March to 31 May 2021”** with a contract price of **ONE MILLION SIX HUNDRED SIXTY SEVEN THOUSAND SIX HUNDRED FIFTY NINE PESOS AND 20/100 (P1,667,659.20)** 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,

  
**USEC RICARDO B JALAD**  
Administrator



I acknowledge receipt of this Notice on 1 MARCH 2021

Name of the Representative of the Bidder: BERNADETTE P. GARIN

Signature: 