



OFFICE OF CIVIL DEFENSE

Camp General Emilio Aguinaldo, Quezon City, Philippines

NOTICE TO PROCEED

MS. ROWENA DIOQUINO KHONGHUN

Authorized Representative
RPD Chem Enterprises
73E 12th Avenue, Brgy. Socorro,
Cubao, Quezon City

Dear **Ms. Khonghun**:

In view of the approved Purchase Order, hereby issued is the Notice to Proceed in relation to the project, "**Supply and Delivery of Commonly Used Janitorial Supplies for the 1st and 2nd Quarter of CY 2021 for use of OCD - NDRRMC**" with a contract price of **One Hundred Twenty Seven Thousand Two Hundred Ten Pesos (P127,210.00)** 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,



USEC RICARDO B. JALAD
Administrator

I acknowledge receipt of this Notice on April 23, 2021

Name of the Representative of the Bidder: Rowena Dioquino

Signature: [Handwritten Signature]