



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

Camp General Emilio Aguinaldo, Quezon City, Philippines

**NOTICE TO PROCEED**

**MS. HELEN GRACE O. DINO**  
Authorized Representative  
Sunfu Solutions, Inc  
24 Swimming St. New St. Francis Village,  
San Juan, Cainta, Rizal

Dear **Ms. Dino**:

In view of the approved Purchase Order, hereby issued is the Notice to Proceed in relation to the project, **“Supply and Delivery of Common-Use and Other Supplies for COVID-19 Quarantine and Testing Facilities”** with a contract price of **NINE HUNDRED EIGHTY THOUSAND SEVEN HUNDRED SEVENTY FIVE and 75/100 PESOS (PHP 980,775.75)** 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 20, 2021

Name of the Representative of the Bidder: HELEN GRACE O. DINO

Signature: 