



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



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**NOTICE TO PROCEED**

**MS. ELIZABETH RAFAEL**  
Authorized Representative  
Villa Salud Catering Services  
229 Manuel L. Quezon St.  
Purok 3 Brgy. New Lower Bicutan  
Taguig City

Dear **Ms. Rafael**:

In view of the approved Purchase Order, hereby issued is the Notice to Proceed in relation to the project **“Provision of Catering Services for COVID-19 Quarantine Facility in Rizal Memorial Coliseum (01 June to 30 September 2021)”** with a contract price of **Four Million Six Hundred Forty-Five Thousand Seven Hundred Sixty Pesos (₱4,645,760.00) 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 hereby requested to forward the Statement of Account (SOA) for this project 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 May 31, 2021

Name of the Representative of the Bidder: Elizabeth R. Rafael

Signature: 