



REPUBLIC OF THE PHILIPPINES  
 DEPARTMENT OF NATIONAL DEFENSE  
**OFFICE OF CIVIL DEFENSE**  
 CAMP GENERAL EMILIO AGUINALDO, QUEZON CITY, PHILIPPINES



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**NOTICE TO PROCEED**

**MS. MARY JEANE GAN NARAG**  
 Authorized Representative  
 RMTD Self-Operated Future Laundry Inc.  
 GA Tower 2 EDSA West Wing Cor. Boni  
 Malamig, Mandaluyong

Dear **Ms. Narag,**

In view of the approved Work Order, hereby issued is the Notice to Proceed in relation to the project **“PROVISION OF LAUNDRY SERVICES FOR COVID-19 QUARANTINE FACILITY IN BAGONG NAYONG PILIPINO (01 NOVEMBER TO 05 DECEMBER 2021)”** with a contract price of **Five Hundred Thirty-Two Thousand Seven Hundred Fifty Pesos (PHP532,750.00)**, 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 Work 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* 10-29-2021

*Name of the Representative of the Bidder:* MARY JEANE GAN NARAG

*Signature:*