



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

Camp General Emilio Aguinaldo, Quezon City, Philippines

NOTICE TO PROCEED

MS ELIZABETH RAFAEL

Authorized Representative
Villa Salud Catering Services
223 Manuel L Quezon St., Purok 3
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 Meals for OCD Employees on Skeleton Workforce due to COVID-19 Pandemic (01-30 September 2020)**" with a contract price of **One Million Eight Hundred Thirty-Three Thousand Pesos (P1,833,000.00)** 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 Human Resource Management and Development Division.

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 Aug. 31, 2020
Name of the Representative of the Bidder: ELIZABETH R. RAFAEL
Signature: 