



# OFFICE OF CIVIL DEFENSE

Camp General Emilio Aguinaldo, Quezon City, Philippines

## NOTICE TO PROCEED

**MS. JINKY MARTIJA**

Authorized Representative  
Orchid Garden Suites Manila  
620 Pablo Ocampo st., Malate  
Manila

Dear **Ms. Martija**:

In view of the approved Purchase Order, hereby issued is the Notice to Proceed in relation to the project, **“Provision of Accommodation and Meals for the Outgoing Emergency Medical Team (EMT) “Bravo” Personnel designated for COVID 19 Quarantine Facility at Ninoy Aquino Stadium (11 – 24 August 2020)”** with a contract price of **SIX HUNDRED SEVENTY-SIX THOUSAND PESOS (PHP 676,000.00)** 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 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 AUGUST 2020

Name of the Representative of the Bidder: JINKY MARTIJA

Signature: 