



# OFFICE OF CIVIL DEFENSE

Camp General Emilio Aguinaldo, Quezon City, Philippines

## NOTICE TO PROCEED

**MS. CAMILLE RAFAEL**  
Authorized Representative  
Villa Salud Catering Services  
#229 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 and Snacks for OCD Personnel and Detailed Duty Officers (Ordering Agreement)**" with a contract price of **SEVEN MILLION FIVE HUNDRED SEVENTY EIGHT THOUSAND PESOS (PHP 7,578,000.00)** 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 August 17, 2020

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

Signature: 