



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

Camp General Emilio Aguinaldo, Quezon City, Philippines

NOTICE TO PROCEED

MR. RICHARD M. RELOS
Authorized Representative
RM Relos Transport Service
1147 Batangas St., Pio Del Pilar
Makati City

Dear **Mr. Relos**,

In view of the approved Purchase Order, hereby issued is the Notice to Proceed in relation to the project "**Provision of Transportation for the conduct of Report Development Training – Workshop**" with a contract price of **THIRTY NINE THOUSAND NINE HUNDRED PESOS (P39,900.00) 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, send bill policy for the payment scheme, and you are hereby requested to forward the Statement of Account (SOA) for this project to the Operations 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,


BERNARDO RAFAELITO R. ALEJANDRO IV
Administrative and Financial Management Service

I acknowledge receipt of this Notice on NOV. 8, 2019
Name of the Representative of the Bidder: RICHARD M. RELOS
Signature: 