



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

Camp General Emilio Aguinaldo, Quezon City, Philippines

**NOTICE TO PROCEED**

**MR. ALLEN ASTRONOMO**  
Authorized Representative  
Papa-T Food Hub  
90C Scout Fernandez St.  
Brgy. Sacred Heart, Quezon City

Dear **Mr. Astronomo**:

In view of the approved Purchase Order, hereby issued is the Notice to Proceed in relation to the project "**Provision of Meals and Catering Services for NDRRMC Briefing and Tour of PMA Class of 2022**" with a contract price of **FORTY THREE THOUSAND EIGHT HUNDRED SEVENTY FIVE PESOS (P43,875.00) 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 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**  
Director, Administrative and Financial Management Service

I acknowledge receipt of this Notice on NOV. 5, 2019

Name of the Representative of the Bidder: ALLEN A ASTRONOMO

Signature: 