



August 14, 2024

NOTICE TO PROCEED

FGGC TRADING

Lot 34, Blk 1, A. Pablo St.,
Brgy. Karuhatan, Valenzuela City

THRU: MS. TRISHIA MAE C. ASADON
Authorized Representative
FGGC Trading

Dear **Ms. Asadon**,

The attached Purchase Order / Contract Agreement having been approved, notice is hereby given to **FGGC TRADING**. Performance may commence on the contract for the following requirement under Purchase Request No. 2024- 08-167 dated 01 August 2024 effective on the date of receipt of this notice:

CFO REQUIREMENTS	TOTAL AMOUNT (VAT INCLUSIVE)
Supply and Delivery of 1 unit of 70 inch LED TV and 1 unit of Mobile TV Stand to be used in the CFO Davao Satellite Office Freedom of Information Corner	PHP68,315.00

Delivery Schedule: 15 Calendar days upon receipt of Notice of Proceed

Upon receipt of this notice, you are responsible for performing the services under the terms and conditions of the agreement and in accordance with the delivery schedule. Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below. Keep one copy and return the other to the **Commission on Filipinos Overseas**.

Very truly yours,

SEC. ROMULO V. ARUGAY
Chairperson

I acknowledge receipt of this notice on _____ : _____
Name of the Representative of the Bidder : _____
Authorized Signature : _____

The Head of the Procuring Entity or his duly authorized representative shall issue the Notice to Proceed within three (3) calendar days from the date of the approval of the contract.



August 13, 2024

Reference: PO No: 2024-08-081

NOTICE OF AWARD

FGGC TRADING

Lot 34, Blk 1, A. Pablo St.,
Brgy. Karuhatan, Valenzuela City

THRU: MS. TRISHIA MAE C. ASADON
Authorized Representative
FGGC Trading

Dear **Ms. Asadon**,

This is to inform you that the Bids and Awards Committee (BAC) of the Commission on Filipinos Overseas has found you to be the single calculated and responsive bidder for the **Supply and Delivery of 1 unit of 70 inch LED TV and 1 unit of Mobile TV Stand to be used in the CFO Davao Satellite Office Freedom of Information Corner** (Purchase Request No. 2024-08-167 dated 01 August 2024) and you are hereby issued this Notice of Award:

CFO REQUIREMENTS	TOTAL AMOUNT (VAT INCLUSIVE)
Supply and Delivery of 1 unit of 70 inch LED TV and 1 unit of Mobile TV Stand to be used in the CFO Davao Satellite Office Freedom of Information Corner	PHP68,315.00

Delivery Schedule: 15 Calendar days upon receipt of Notice of Award

INSTRUCTIONS:

If you have no corrections to the contents of this Notice of Award (NOA), please send an advance signed copy of the NOA together with the attached Contract/Purchase Order (**P.O. No. 2024-08-081 dated 13 August 2024**) within the day upon receipt of this notice. You can personally sign the original copy of the documents or send an authorized representative to get the original documents at our office located at **21st Floor, The Upper Class Tower, Quezon Avenue cor. Scout Reyes St., Diliman, Quezon City.**

Please note that the original copy of the NOA and all copies of the Contract/PO shall be returned to the Commission on Filipinos Overseas. Failure to sign and return the documents may result in cancellation of the award.

Very truly yours,

SEC. ROMULO V. ARUGAY
Chairperson

CONFORME:

PRINTED NAME / POSITION

SIGNATURE

DATE



Commission on Filipinos Overseas

Document Code CFO-AFD-FR-PRO-002

Page No.

PURCHASE ORDER

Revision No. 0

Effective Date 15 March 2017

Supplier : FGGC TRADING
Address : Lot 34 BLK 1 A. Pablo St., Karuhatan Dist 2 1441, Valenzuela City
TIN : 204-618-877-00000

P.O. No. : 2024-08-081
Date : 13-Aug-24
Mode of Procurement : Small Value Procurement

Gentlemen:

Place of Delivery : 3rd Floor Pink Walters Bldg. Quimpo Blvd., Ecoland Brgy. 76-A Bucana, Davao City

Delivery Term : FULL SERVICES

Delivery Schedule: 15 calendar days upon receipt of Purchase Order

Payment Term : LDDAP-ADA

Stock/Property No.	Unit	Description	Quantity	Unit Cost	Amount
	unit	Supply and Delivery of 1 unit of 70 inch LED TV and 1 unit of Mobile TV Stand to be used in the CFO Davao Satellite Office Freedom of Information Corner			
		70" LED TV	1	68,315.00	68,315.00
		Mobile TV Stand	1		
		(Per Purchase Request No. 2024-08-167 dated 01 August 2024)			
		x-x-x-x-x-x-x-x-Nothing Follows-x-x-x-x-x-x-x-x			
(Total Amount in Words) SIXTY-EIGHT THOUSAND THREE HUNDRED FIFTEEN PESOS ONLY					68,315.00

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed on the undelivered item/s.

Conforme:

Very truly yours,

Signature over Printed Name of Supplier

SEC. ROMULO V. ARUGAY
Chairperson

Date

Fund Cluster : _____
Funds Available : _____

ORS/BURS No. : _____
Date of the ORS/BURS: _____
Amount : _____

CANDELARIO R. GARCIA

Signature over Printed Name of Chief Accountant



Commission on Filipinos Overseas

Document Code **CFO-AFD-FR-PRO-002**

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Conforme:

Very truly yours,

Signature over Printed Name of Supplier

SEC. ROMULO V. ARUGAY
Chairperson

Date

Fund Cluster : _____
Funds Available : _____

ORS/BURS No. : _____
Date of the ORS/BURS: _____
Amount : _____

CANDELARIO R. GARCIA

Signature over Printed Name of Chief Accountant