



February 28, 2024

Reference: PO No: 2024-02-013

NOTICE OF AWARD

VJ GRAPHIC ARTS, INC.

Unit 12 No Future Point Plaza 2 #115 Mother
Ignacia Avenue Diliman South Triangle Quezon City

THRU: MR. PERCIVAL D. DATU
Authorized Representative
VJ Graphic Arts, Inc.

Dear **Mr. Datu**,

This is to inform you that the Bids and Awards Committee (BAC) of the Commission on Filipinos Overseas has found you to be the second lowest calculated bidder for the **Supply, Fabrication, and Delivery of Advocacy Polo Shirt in celebration of the 2024 National Women's Month** (Purchase Request No. 2024-02-032 dated 06 January 2024) and you are hereby issued this Notice of Award:

CFO REQUIREMENTS	QTY.	TOTAL COST (VAT INCLUSIVE)
Supply, Fabrication, and Delivery of Advocacy Polo Shirt in celebration of the 2024 National Women's Month	200 pieces	Php 72,000.00 (Php 360.00 per piece)
TOTAL AMOUNT		Php 72,000.00

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. 2024-02-013 dated 28 February 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 **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:

PERCIVAL DATU Director

PRINTED NAME / POSITION



SIGNATURE

March 4, 2024

DATE



Republic of the Philippines
Office of the President of the Philippines
COMMISSION ON FILIPINOS OVERSEAS
KOMISYON SA MGA FILIPINO SA IBAYONG DAGAT



February 28, 2024

NOTICE TO PROCEED

VJ GRAPHIC ARTS, INC.
Unit 12 No Future Point Plaza 2 #115 Mother
Ignacia Avenue Diliman South Triangle Quezon City

THRU: MR. PERCIVAL D. DATU
Authorized Representative



Dear Mr. Datu,

The attached Purchase Order / Contract Agreement having been approved, notice is hereby given to **VJ GRAPHIC ARTS, INC.** Performance may commence on the contract for the following requirement under Purchase Request No. 2024-02-032 dated 06 January 2024 effective on the date of receipt of this notice:

CFO REQUIREMENTS	QTY.	TOTAL COST (VAT INCLUSIVE)
Supply, Fabrication, and Delivery of Advocacy Polo Shirt in celebration of the 2024 National Women's Month	200 pieces	Php 72,000.00 (Php 360.00 per piece)
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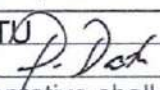
Delivery Schedule: 15 days upon receipt of Notice to Proceed

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

March 4, 2024

I acknowledge receipt of this notice on _____
Name of the Representative of the Bidder : **PERCIVAL DATU**
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.



Commission on Filipinos Overseas

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

Page No. **1 of 2**

PURCHASE ORDER

Revision No. **0**

Effective Date **15 March 2017**

Supplier :	VJ GRAPHIC ARTS, INC.	P.O. No. :	2024-02-013
Address :	Unit 12 No Future Point Plaza 2 #115 Mother Ignacia Avenue Diliman South Triangle Quezon City	Date :	28-Feb-24
TIN :	000-400-353-000	Mode of Procurement :	Small Value Procurement

Gentlemen:
Please furnish this Office the following articles subject to the terms and conditions contained herein:

Place of Delivery :	21st Floor, The Upper Class Tower, Quezon Ave., cor. Sgt. Reyes St., Diliman, Quezon City	Delivery Term :	FULL SERVICES
Date of Delivery :	15 calendar days upon receipt of Purchase Order	Payment Term :	LDDAP-ADA

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
	Pieces	Supply, Fabrication, and Delivery of Advocacy Polo Shirt in celebration of the 2024 National Women's Month	200	360.00	72,000.00
* Attached conditions/specifications set in the quotation are part of this Order.					
(Per Purchase Request No.2024-02-032 dated 06 January 2024)					
x-x-x-x-x-x-x-x-x-x-Nothing Follows-x-x-x-x-x-x-x-x-x-x					

(Total Amount in Words) **SEVENTY TWO THOUSAND PESOS ONLY** **72,000.00**

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:


PERCIVAL DATU
 Signature over Printed Name of Supplier
March 4, 2024
 Date

Very truly yours,


SEC. ROMULO V. ARUGAY
 Chairperson

Fund Cluster : _____
 Funds Available : _____


CANDELARIO R. GARCIA

Signature over Printed Name of Chief Accountant/

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



Commission on Filipinos Overseas

Document Code CFO-AFD-FR-PRO-002

Page No 1 of 2

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Signature over Printed Name of Supplier
March 4, 2024
Date

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SEC. ROMULO V. ARUGAY
Chairperson

Fund Cluster : _____
Funds Available : _____

CANDELARIO R. GARCIA
Signature over Printed Name of Chief Accountant/

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