



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



November 23, 2023

**NOTICE TO PROCEED**

**MICROTRONIX MARKETING SALES & SERVICE CENTER**  
100 Gomez St., Cagayan De Oro City  
Misamis Oriental

**THRU: MR. ABRAHAM Z. HIMALAYA**  
Authorized Representative  
Microtronix Marketing Sales & Service Center

Dear Mr. Himalaya,

The attached Purchase Order / Contract Agreement having been approved, notice is hereby given to **MICROTRONIX MARKETING SALES & SERVICE CENTER**. Performance may commence on the contract for the following requirement under Purchase Request No. 2023-08-126 dated 08 August 2023 effective on the date of receipt of this notice:

CFO REQUIREMENT	TOTAL AMOUNT (VAT INCLUSIVE)
One (1) Lot Supply, Delivery, Mounting, Connecting, and Programming of CCTV	₱ 384,608.00

**Delivery Schedule: 20 calendar days upon receipt of the Purchase Order**

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

: DECEMBER 6, 2023  
: ABRAHAM Z. HIMALAYA  
: [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.





November 23, 2023

Reference: PO No: 2023-11-137

**NOTICE OF AWARD**

**MICROTRONIX MARKETING SALES & SERVICE CENTER**  
100 Gomez St., Cagayan De Oro City  
Misamis Oriental

**THRU: MR. ABRAHAM Z. HIMALAYA**  
Authorized Representative  
Microtronix Marketing Sales & Service Center

Dear Mr. Himalaya,

This is to inform you that the Bids and Awards Committee (BAC) of the Commission on Filipinos Overseas has found you to be the lowest calculated responsive bidder for the One (1) Lot Supply, Delivery, Mounting, Connecting, and Programming of CCTV (Purchase Request No. 2023-08-126 dated 08 August 2023) and you are hereby issued this Notice of Award:

CFO REQUIREMENT	TOTAL AMOUNT (VAT INCLUSIVE)
One (1) Lot Supply, Delivery, Mounting, Connecting, and Programming of CCTV	₱ 384,608.00

**Delivery Schedule: 20 calendar days upon receipt of the Purchase Order**

**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. 2023-11-137 dated 23 November 2023) 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 2<sup>nd</sup> Floor, Administrative and Finance Division, New Golden City Builders Building, 1388 F. Icasiano St. cor. Union St. Paco, Manila.

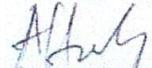
*Abraham Himalaya*  
ABRAHAM HIMALAYA

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, Jr.  
Chairperson

CONFORME:

  
~~ABRAHAM HIMALATA~~ / SAWS  
PRINTED NAME / POSITION

  
SIGNATURE

12-6-2023  
DATE





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: MICROTRONIX MARKETING SALES & SERVICE CENTER

Address: 100 Gomez St., Cagayan De Oro City, Misamis Oriental

TIN: 132-297-373-00000

P.O. No.: 2023-11-137

Date: 23-Nov-26

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: The Upper Class Tower Quezon Ave. cor. Sgt. Reyes St., Diliman Quezon City

Date of Delivery: 20 Calendar Days upon receipt of the Purchase Order

Delivery Term: FULL SERVICES

Payment Term: LDDAP-ADA

Stock/Property No	Unit	Description	Quantity	Unit Cost	Amount
	lot	Supply, Delivery, Mounting, Connecting, and Programming of CCTV	1	364,608.00	364,608.00
* Attached conditions/specifications set in the quotation are part of this Order. (Per Purchase Request No. 2023-08-126 dated 08 August 2023)					
x-x-x-x-x-x-x-x-x-x-Nothing Follows-x-x-x-x-x-x-x-x-x-x					
<b>(Total Amount in Words) THREE HUNDRED EIGHTY-FOUR THOUSAND SIX HUNDRED EIGHT PESOS ONLY</b>					364,608.00

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:

*AK*  
**ABRAHAM HIMALAYA**  
 Signature over Printed Name of Supplier  
 12-6-2023  
 Date

Very truly yours,

*Romulo V. Arugay*  
**SEC. ROMULO V. ARUGAY, JR.**  
 Chairperson

Fund Cluster:  
Funds Available:

*Candelario R. Garcia*  
**CANDELARIO R. GARCIA**  
 Signature over Printed Name of Chief Accountant

ORS/BURS No.: \_\_\_\_\_  
 Date of the ORS/BURS: \_\_\_\_\_  
 Amount: \_\_\_\_\_