



December 03, 2024

NOTICE TO PROCEED

RPD CHEM ENTERPRISES
#73-E 12th Ave., Brgy. Socorro,
Cubao, Quezon City

THRU: MS. BLESS JOY C. NATE
Authorized Representative
RPD Chem Enterprises

Dear **Ms. Nate**,

The attached Purchase Order / Contract Agreement having been approved; notice is hereby given to **RPD CHEM ENTERPRISES**. Performance may commence on the contract for the following requirement under Purchase Request No. 2024-10-201 dated 08 October 2024 effective on the date of receipt of this notice:

| CFO REQUIREMENTS | QTY | UNIT | UNIT COST (In Pesos and VAT Inclusive) | TOTAL COST (In Pesos and VAT Inclusive) |
|--|-----|-------|--|---|
| Tissue Toilet-Roll Regular - 3ply 400s/roll; 18rolls/pack | 150 | pack | 290.00 | 43,500.00 |
| Door Mats - Regular Checked | 60 | piece | 65.00 | 3,900.00 |
| TOTAL AMOUNT | | | | 47,400.00 |

Delivery Schedule: within 10 calendar days upon receipt of the 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 event 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. DANTE FRANCIS M. ANG II
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.



December 03, 2024

Reference: **PO No: 2024-11-131**

NOTICE OF AWARD

RPD CHEM ENTERPRISES
#73-E 12th Ave., Brgy. Socorro,
Cubao, Quezon City

THRU: MS. BLESS JOY C. NATE
Authorized Representative
RPD Chem Enterprises

Dear **Ms. Nate**,

This is to inform you that the Bids and Awards Committee (BAC) of the Commission on Filipinos Overseas has awarded you the contract for the **Supply and Delivery of Various CFO Office and Janitorial Supplies not available in the PS-DBM** (Purchase Request No. 2024-10-201 dated 08 October 2024) and you are hereby issued this Notice of Award:

| CFO REQUIREMENTS | QTY | UNIT | UNIT COST (In Pesos and VAT Inclusive) | TOTAL COST (In Pesos and VAT Inclusive) |
|--|-----|-------|--|---|
| Tissue Toilet-Roll Regular - 3ply 400s/roll; 18rolls/pack | 150 | pack | 290.00 | 43,500.00 |
| Door Mats - Regular Checked | 60 | piece | 65.00 | 3,900.00 |
| TOTAL AMOUNT | | | | 47,400.00 |

Delivery Schedule: within 10 calendar days upon receipt of the Notice to Proceed

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. 2024-11-130 dated 02 December 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 **2^{1st} Floor, Administrative and Finance Division, The Upper Class Tower, Quezon Avenue cor, Sct. 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. DANTE FRANCIS M. ANG II
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 : | RPD CHEM ENTERPRISES | P.O. No. : | 2024-11-131 |
| Address : | #73-E 12th Ave., Brgy. Socorro, Cubao, Quezon City | Date : | 2-Dec-24 |
| TIN : | 416-681-024-000 | Mode of Procurement : | Shopping 52.1(b) |

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

| | | | |
|---------------------------|---|------------------------|----------------------|
| Place of Event : | 21st Floor, The Upper Class Tower, Scout Reyes St., cor. Quezon Ave., Brgy. Paligsahan, Diliman, Quezon City | Delivery Term : | FULL SERVICES |
| Delivery Schedule: | 10 calendar days upon receipt of the Notice to Proceed | Payment Term : | LDDAP-ADA |

| Stock/ Property No. | Unit | Description | Quantity | Unit Cost | Amount |
|---------------------------|-------|---|----------|-----------|-----------|
| | | Supply, and Delivery of Various CFO Office and Janitorial Supplies not available in the PS-DBM | | | |
| | pack | Tissue Toilet-Roll Regular - 3ply 400s/roll; 18rolls/pack | 150 | 290.00 | 43,500.00 |
| | piece | Door Mats - Regular Checkered | 60 | 65.00 | 3,900.00 |
| | | * Attached conditions/specifications set in the quotation are part of this Order. (Per Purchase Request No. 2024-10-201 dated 08 October 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) FORTY SEVEN THOUSAND FOUR HUNDRED PESOS ONLY **47,400.00**

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:

Signature over Printed Name of Supplier

Date

Very truly yours,

SEC. DANTE FRANCIS M. ANG II
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**

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PURCHASE ORDER

Revision No. **0**

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| Address : | #73-E 12th Ave., Brgy. Socorro, Cubao, Quezon City | Date : | 2-Dec-24 |
| TIN : | 416-681-024-000 | Mode of Procurement : | Shopping 52.1(b) |

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| Stock/Property No. | Unit | Description | Quantity | Unit Cost | Amount |
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| | piece | Door Mats - Regular Checkered | 60 | 65.00 | 3,900.00 |
| | | * Attached conditions/specifications set in the quotation are part of this Order. | | | |
| | | (Per Purchase Request No. 2024-10-201 dated 08 October 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) FORTY SEVEN THOUSAND FOUR HUNDRED PESOS ONLY **47,400.00**

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Conforme:

Signature over Printed Name of Supplier

Date

Very truly yours,

Sr. C. DANTE FRANCIS M. A. IG II
Chairperson

Fund Cluster : _____
Funds Available : _____

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

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