



December 04, 2024

NOTICE TO PROCEED

METROTECH RENTAL SOLUTIONS INC.
No. 66 J Wright St., Brgy Batis
San Juan City

THRU: MS. MARIA CORAZON MARQUEZ
Authorized Representative
Metrotech Rental Solutions Inc.

Dear **Ms. Marquez**,

The attached Purchase Order / Contract Agreement having been approved; notice is hereby given to **METROTECH RENTAL SOLUTIONS INC.** Performance may commence on the contract for the following requirement under Purchase Request No. 2024-11-224 dated 21 November 2024 effective on the date of receipt of this notice:

| CFO REQUIREMENTS | TOTAL COST (VAT Inclusive) |
|--|----------------------------|
| One (1) Lot Rental of LED Walls, Lights and Sounds for the Testimonial Dinner of the 2024 Presidential Awards for Filipino Individuals and Organizations Overseas (PAFIOO) | PHP 106,400.00 |

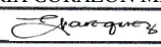
Event Location: Diplomatic Hall, Mariott Hotel Manila

Event Schedule: December 13, 2024

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 : 12-05-2024
Name of the Representative of the Bidder : MARIA CORAZON MARQUEZ
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 04, 2024

Reference: **PO No: 2024-11-132**

NOTICE OF AWARD

METROTECH RENTAL SOLUTIONS INC.

No. 66 J Wright St., Brgy Batis

San Juan City

THRU: MS. MARIA CORAZON MARQUEZ

Authorized Representative

Metrotech Rental Solutions Inc.

Dear **Ms. Marquez,**

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 **One (1) Lot Rental of LED Walls, Lights and Sounds for the Testimonial Dinner of the 2024 Presidential Awards for Filipino Individuals and Organizations Overseas (PAFIOO)** (Purchase Request No. 2024-11-224 dated 21 November 2024) and you are hereby issued this Notice of Award:

| CFO REQUIREMENTS | TOTAL COST (VAT Inclusive) |
|--|-------------------------------|
| One (1) Lot Rental of LED Walls, Lights and Sounds for the Testimonial Dinner of the 2024 Presidential Awards for Filipino Individuals and Organizations Overseas (PAFIOO) | PHP 106,400.00 |

Event Location: Diplomatic Hall, Mariott Hotel Manila


Event Schedule: December 13, 2024

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. 2024-11-132 dated 04 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.

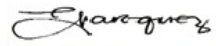
Very truly yours,



SEC DANTE FRANCIS M. ANG II
Chairperson

CONFORME:

MARIA CORAZON MARQUEZ / PRESIDENT
PRINTED NAME / POSITION



SIGNATURE

12-05-2024
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 : **METROTECH RENTAL SOLUTIONS INC.**
Address : **No. 66 J Wright St., Brgy. Batis, San Juan City**
TIN : **009-098-482-00000**

P.O. No. : **2024-11-132**
Date : **4-Dec-24**
Mode of Procurement : **Small Value Procurement**

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

Event Location: **Diplomatic Hall, Marriott Hotel Manila**

Delivery Term : **FULL SERVICES**

Event Schedule: **December 13, 2024**

Payment Term : **LDDAP-ADA**

| Stock/ Property No. | Unit | Description | Quantity | Unit Cost | Amount |
|---------------------------|------|--|----------|------------|------------|
| | lot | Rental of LED Walls, Lights and Sounds for the Testimonial Dinner of the 2024 Presidential Awards for Filipino Individuals and Organizations Overseas (PAFIOO) | 1 | 106,400.00 | 106,400.00 |
| | | * Attached conditions/specifications set in the quotation are part of this Order. (Per Purchase Request No. 2024-11-224 dated 21 November 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) **ONE HUNDRED SIX THOUSAND FOUR HUNDRED PESOS ONLY** **106,400.00**

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. ANES 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**

Page No.

PURCHASE ORDER

Revision No. **0**

Effective Date **15 March 2017**

| | | | |
|------------|--|-----------------------|--------------------------------|
| Supplier : | METROTECH RENTAL SOLUTIONS INC. | P.O. No. : | 2024-11-132 |
| Address : | No. 66 J Wright St., Brgy. Batis, San Juan City | Date : | 4-Dec-24 |
| TIN : | 009-098-482-00000 | Mode of Procurement : | Small Value Procurement |

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

| | | | |
|-----------------|---|-----------------|----------------------|
| Event Location: | Diplomatic Hall, Marriott Hotel Manila | Delivery Term : | FULL SERVICES |
| Event Schedule: | December 13, 2024 | Payment Term : | LDDAP-ADA |

| Stock/ Property No. | Unit | Description | Quantity | Unit Cost | Amount |
|---------------------------|------|--|----------|------------|------------|
| | lot | Rental of LED Walls, Lights and Sounds for the Testimonial Dinner of the 2024 Presidential Awards for Filipino Individuals and Organizations Overseas (PAFIOO) | 1 | 106,400.00 | 106,400.00 |
| | | * Attached conditions/specifications set in the quotation are part of this Order. | | | |
| | | (Per Purchase Request No. 2024- 11-224 dated 21 November 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) ONE HUNDRED SIX THOUSAND FOUR HUNDRED PESOS ONLY **106,400.00**

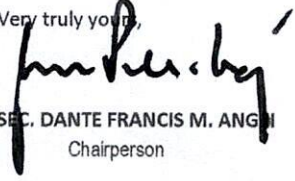
In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed on the undelivered item/s.

Conforme:

Signature over Printed Name of Supplier

Date

Very truly yours,


SEC. DANTE FRANCIS M. ANGI
 Chairperson

Fund Cluster : _____

Funds Available : _____


CANDELARIO R. GARCIA

Signature over Printed Name of Chief Accountant/

ORS/BURS No. : _____

Date of the ORS/BURS: _____

Amount : _____