



December 10, 2024

NOTICE TO PROCEED

CHEFJOY EVENT CATERING SERVICES
Blk 5 Lot 5 P. Zamora St. San Roque District
3 1109 Quezon City

THRU: MS. LORAIN O. TIMBANG
Authorized Representative
Chefjoy Event Catering Services

Dear Ms. Timbang,


The attached Purchase Order / Contract Agreement having been approved, notice is hereby given to **CHEFJOY EVENT CATERING SERVICES**. Performance may commence on the contract for the following requirement under Purchase Request No. 2024-11-226 dated 21 November 2024 effective on the date of receipt of this notice:

CFO REQUIREMENTS	TOTAL COST (VAT INCLUSIVE)
Catering services for the conduct of the CFO 2024 Year-End Assessment on December 19, 2024	PHP 94,395.00

Location: 20th Floor, Registration and PDOS Room, The Upper Class Tower, Scout Reyes St., cor. Quezon Ave., Brgy. Paligsahan, Diliman, Quezon City
Delivery Schedule: 19 December 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 _____ : _____
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 10, 2024

Reference: PO No: 2024-12-134

NOTICE OF AWARD

CHEFJOY EVENT CATERING SERVICES
Blk 5 Lot 5 P. Zamora St. San Roque District
3 1109 Quezon City

THRU: MS. LORAIN O. TIMBANG
Authorized Representative
Chefjoy Event Catering Services

Dear **Ms. Timbang**,

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 **Catering services for the conduct of the CFO 2024 Year-End Assessment on December 19, 2024** (Purchase Request No. 2024-11-226 dated 21 November 2024) and you are hereby issued this Notice of Award:

CFO REQUIREMENTS	TOTAL COST (VAT INCLUSIVE)
Catering services for the conduct of the CFO 2024 Year-End Assessment on December 19, 2024	PHP 94,395.00

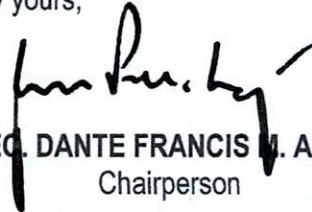
Location: 20th Floor, Registration and PDOS Room, The Upper Class Tower, Scout Reyes St., cor. Quezon Ave., Brgy. Paligsahan, Diliman, Quezon City
Event Schedule: 19 December 2024

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. 2024-12-134 dated 9 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 : **CHEFJOY EVENT CATERING SERVICES**
Address : **Blk 5 Lot 5 P. Zamora St. San Roque District 3 1109 Quezon City**
TIN : **737-857-782-00000**

P.O. No. : **2024-12-134**
Date : **9-Dec-24**
Mode of Procurement : **Small Value Procurement**

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

Address: **20th Floor, Registration and PDOS Room, The Upper Class Tower, Scout Reyes St., cor. Quezon Ave., Brgy. Paligsahan, Diliman, Quezon City**
Event Schedule: **19 December 2024**

Delivery Term : **FULL SERVICES**
Payment Term : **LDDAP-ADA**

Stock/Property No.	Unit	Description	Quantity	Unit Cost	Amount
	lot	Catering services for the conduct of the CFO 2024 Year-End Assessment on December 19, 2024	1	94,395.00	94,395.00
		* Attached conditions/specifications set in the quotation are part of this Order (Per Purchase Request No. 2024-11-226 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) **NINETY FOUR THOUSAND THREE HUNDRED NINETY FIVE PESOS ONLY** **94,395.00**

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 : _____

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

CANDELARIO R. GARCIA

Signature over Printed Name of Chief Accountant/