



NOTICE TO PROCEED

MS. GEMMA T. SOMES
Authorized Representative
GEMSTONE ENTERPRISE
 Unit 7 Vava Bldg., Verdant Vill,
 Pamplona 3, Las Piñas City

Dear **Ms. Somes:**

The attached Letter Order having been approved, notice is hereby given to **Gemstone Enterprise** that performance on the **Supply and Delivery of Office Furniture for the Procurement Service-Department of Budget and Management** under **GSD-023-23 (SVP)** shall commence effective on the date of receipt of this Notice:

LOT	ITEM DESCRIPTION	QTY	UOM	UNIT PRICE	TOTAL PRICE
1	Mid Back Chair	55	pieces	P3,100.00	P170,500.00
	Visitor's Chair	8	pieces	P3,400.00	P27,200.00
	Executive Chair	5	pieces	P8,845.00	P44,225.00
	Executive Desk	1	set	P27,695.00	P27,695.00
Total Contract Amoun:					P269,620.00
Amount in words: Two Hundred Sixty-Nine Thousand Six Hundred Twenty Pesos					

Upon receipt of this notice, you are responsible for performing the services under the terms and conditions provided in the Letter Order/Contract and in accordance with the Delivery Schedule.

Please acknowledge receipt of this notice by signing on the space provided below.

Very truly yours,

SIGNATURE REDACTED

SAMANTHA GRACE E. MOSCOSO
OIC-Director IV, Administrative and Finance Group

Date of receipt of this Notice: November 14, 2023

Name of Authorized Representative: GEMMA T. SOMES

Signature of Authorized Representative: **SIGNATURE REDACTED**



COMPT. NOV. 8 23 AM 1:50

LETTER ORDER No. : PO23-00457

GEMSTONE ENTERPRISE

Unit 7 Vava Bldg. Verdant Ave. Verdant
Acres Subd. Pamplona Tres
Las Piñas City Metro Manila

Date : November 07, 2023
Bidding No.: GSD-023-23
Date of Opening : October 6, 2023

Please deliver the article(s)/product(s)/supplies/materials listed below priced in accordance with your Quotation No. _____
dated _____ subject to the Terms and Conditions enumerated below.

ITEM	QTY	UNIT	ARTICLES/DESCRIPTION	UNIT PRICE	TOTAL AMOUNT
1	55	pcs	MID BACK CHAIR	3,100.00	170,500.00
2	8	pcs	VISITOR'S CHAIR	3,400.00	27,200.00
3	5	pcs	EXECUTIVE CHAIR	8,845.00	44,225.00
4	1	set	EXECUTIVE DESK	27,695.00	27,695.00

*PR23-0540
* for PS-Employee (c/o GSD)

* NOA No. GSDPC-006-23
* One (1) year warranty on parts and services upon factory defects.

MID BACK CHAIR: with armrest, back tilt and adjustable gas lift, nylon starbase with castor wheels. mesh fabric or leatherette finished, color black, seat size: 50cm x 50cm (L x W) (min), seat height: (from the floor) 1, when turned down: not higher than 40cm, 2, when turned up: not lower than 55cm

VISITOR'S CHAIR: with armrest, sled type chrome base, leatherette finished, color black, seat size: 50cm x 50cm (LxW) (min)

* EXECUTIVE CHAIR: with armrest, back tilt and adjustable

Place of Delivery : RR Road, Cristobal St. Paco Manila
Delivery Instruction : Within thirty (30) days from receipt of Notice to Proceed (NTP)

Certified Correct: SIGNATURE REDACTED
ABIGAIL ANN O. ALICDAN-ESPERE
OIC, GSD
Date: 11/7/23

FUNDS AVAILABLE Php 269,620.00
SIGNATURE REDACTED
LADY LOU A. GIMENO
OIC Chief Accountant

APPROVED BY: SIGNATURE REDACTED
PHILIP JOSEF T. VERA CRUZ
Director IV
Date: 11/10/23

Supplier's copy: SIGNATURE REDACTED
GEMMA T. SOMES
Signature Over name in print
November 14, 2023
Date Received
Lim Edgardo Jr. T.



LETTER ORDER No. : PO23-00457

GEMSTONE ENTERPRISE
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ITEM	QTY	UNIT	ARTICLES/DESCRIPTION	UNIT PRICE	TOTAL AMOUNT
			<p>gas lift, back size: 70cm x 50cm (H x W) (min), seat size: 50cm x 50cm (L x W) (min), chrome starbase with castor wheels, leatherette finished, color black, Seat height (from the floor): 1, when turned down: not higher than 40cm, 2, when turned up: not lower than 55cm.</p> <p>* EXECUTIVE DESK: Main Table: 1800mm x 700mm x 750mm (L x W x H), Side Table: 1000mm x 450mm x 750mm (L x W x H), Top: 25mm thick table top MFC laminated finish, 10mm tolerance in dimensions, color beech.</p> <p>----- - Subject to Expanded Withholding Tax, Creditable Withholding Tax and Other Percentage Taxes Reference: RA 10963, RA 9337, Revenue Regulation Nos. 13-18, 11-18, 16-05, 14-02, 12-01 and 2-98.</p>		
Price Validity: 0 Calendar Days				Total Amount: Php	269,620.00

Place of Delivery :
RR Road, Cristobal St. Paco Manila

Delivery Instruction :
Within thirty (30) days from receipt of Notice to Proceed (NTP)

Certified Correct:
SIGNATURE REDACTED
ABIGAIL ANN O. ALICDAN-ESPERE
OIC, GSD

11/3/23
Date

FUNDS AVAILABLE Php 269,620.00

SIGNATURE REDACTED
LADY LOU A. GIMENO
OIC Chief Accountant

APPROVED BY:
SIGNATURE REDACTED
PHILIP JOSE P. WERA CRUZ
Director IV

11/10/23
Date

Supplier's copy received by:
SIGNATURE REDACTED
GEMMA T. SOMES
Signature Over name in print

November 14, 2023
Date Received