



30 DAYS

NOTICE TO PROCEED

ARLAIZA ZAPANTA

Authorized Representative

DESIGN EXCELLENCE HOME & OFFICE SYSTEM CO.

1 Binmaka St., Corner Biak na Bato,
Brgy. Manresa, Quezon City

Dear **Ms. Zapanta:**

The attached Letter Order having been approved, notice is hereby given to **DESIGN EXCELLENCE HOME & OFFICE SYSTEM CO.** that performance on the *SUPPLY, DELIVERY AND INSTALLATION OF OFFICE WORKSTATION PARTITIONS FOR THE PROCUREMENT SERVICE - DEPARTMENT OF BUDGET AND MANAGEMENT (PS-DBM)* under **AMP-011-21 (SVP)** shall commence effective on the date of receipt of this Notice:

Lot No.	ITEM DESCRIPTION	QTY	UOM	Unit Price	Total Amount
4	Office Workstation Partition	17	pcs.	₱ 12,800.00	₱ 217,600.00

Amount in words: Two Hundred Seventeen Thousand Six Hundred Pesos Only

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

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

Very truly yours,

SIGNATURE REDACTED

ATTY. JASONMER L. UAYAN

OIC - Executive Director

Date of receipt of this Notice:

Oct. 29, 2021

Name of Authorized Representative:

ARLAIZA ZAPANTA

Signature of Authorized Representative:

SIGNATURE REDACTED



Republic of the Philippines
Department of Budget and Management
PROCUREMENT SERVICE
RR Road, Cristobal Street, Paco, Manila



LETTER ORDER No. : PO21-00548

DESIGN EXCELLENCE HOME & OFFICE
SYSTEM CO.

Date : October 19, 2021

1 Binmaka St. Corner Biak na Bato,
Brgy. Manresa, Quezon City

Bidding No.: AMP-011-21

Date of Opening : August 2, 2021

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	17	pcs	Office Workstation Partition * Supply, Delivery and Installation of Office Workstation Partitions PR21-0362 for the Procurement Group *NOA No. INTBAC-017-21 *Resolution No. PS-BAC-21-09-09	12,800.00	217,600.00
<p>----- - Subject to Expanded Withholding Tax, Final Withholding Tax and Other Percentage Taxes Reference: RA 9337 Revenue Regulation Nos. 16-05, 14-02, 12-01, and 2-98.</p>					

Price Validity: 0 Calendar Days Total Amount: Php 217,600.00

Place of Delivery : RR ROAD CRISTOBAL ST. PACO MANILA
Delivery Instruction : within thirty (30) calendar days from receipt of the Notice to Proceed (NTP)

Certified Correct:
SIGNATURE REDACTED
MARK ANTHONY G. HUERTAS
OIC, GSD
19-Oct-2021
Date

FUNDS AVAILABLE Php 217,600.00
SIGNATURE REDACTED
AMY T. DELA CRUZ
OIC Chief Accountant

APPROVED BY:
SIGNATURE REDACTED
ATTY. JASONMER L. UAYAN
OIC-Executive Director
27/OCT/2021
Date

Supplier's copy received by:
SIGNATURE REDACTED