

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

LETTER ORDER No. : LO24-00093

Z-TRENDS GIVEAWAYS
 698 Tanguile St. San Jose,
 Rodriguez Rizal

Date: December 15, 2024
 Bidding No.: GSD-099-24
 Date of Opening: December 14, 2024

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	428	pcs	T-shirt • color - white • printing method - direct to film (DTF) • texture type - cotton • printing design - kindly refer to annex "C" • PR24-1038 • For PS Employee (c/o HRDD) • NOA No. GSDBAC-050-24 ===== Subject to Expended Withholding Tax, Creditable Withholding Tax and Other Percentage Taxes Reference: RA 10963, RA9337, Revenue Regulation Nos. 13-18, 11-18, 16-05, 14-02, 12-01 and 2-99	233.00	99,724.00
Price Validity : Calendar Days				Total Amount :	99,724.00
Place of Delivery :				Delivery Instruction : On December 16, 2024 (3:00pm)	
RR Road, Cristobal St. Paco Manila				Signature Redacted Date: 16/12/24	
Certified Correct : ABIGAIL ANN O. ALICDAN-ESPERE OIC, GSD					
FUNDS AVAILABLE :				Signature Redacted LADY LOU A. GIMENO Chief Accountant	
Php 99,724.00 APPROVED BY: PHILIP JOSEF T. VERA CRUZ Deputy Executive Director V, Supply Chain Group				16 DEC - 2024 Date:	
Supplier's copy received by: <u>Francis Sta. S. Francisco</u> Signature over name in print				Dec. 16, 2024 Date Received	



NOTICE TO PROCEED

FRANCES SHARON S. FRANCISCO
Authorized Representative
Z TRENDS GIVEAWAYS
 698 Tanguile St., San Jose,
 Rodriguez, Rizal

Dear **MS. FRANCISCO**:

The attached Letter Order having been approved, notice is hereby given to **Z TRENDS GIVEAWAYS** that performance on **Supply and Delivery of T-Shirt the Procurement Service – Department of Budget and Management (PS-DBM) Family Day 2024** under **GSD-099-24 (SVP)** shall commence effective on the date of receipt of this Notice:

LOT	QTY / UOM	ITEM DESCRIPTION	TOTAL CONTRACT PRICE
1	428 pcs	T-Shirt	P 99,724.00

Amount in words: Ninety-Nine Thousand Seven Hundred Twenty-Four Pesos and 0/100

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

ABIGAIL ANN O. ALICDAN-ESPERE
Acting Division Chief, HRDD

Date of receipt of this Notice:

Dec. 16, 2024

Name of Authorized Representative:

Frances Sharon S. Francisco

Signature of Authorized Representative:

Signature Redacted