



NOTICE TO PROCEED

MS. DONA D. TUAÑO
Authorized Representative
TOKEN AVENUE TRADING
 1041 Manila East National Road,
 Binangonan, Rizal

Dear **Ms. Tuaño**:

The attached Letter Order having been approved, notice is hereby given to **TOKEN AVENUE TRADING** that performance on the **Supply and Delivery of Leather Laptop Sleeve and Crystal Glass Plaque for the Procurement Service-Department of Budget and Management** under **GSD-005-24 (SVP)** shall commence effective on the date of receipt of this Notice:

LOT	ITEM DESCRIPTION	QTY	UOM	UNIT PRICE	TOTAL PRICE
1	Leather Laptop Sleeve	200	units	P1,038.00	P207,600.00
2	Crystal Glass Plaque	25	pieces	P2,888.00	P72,200.00

Amount in words: Two Hundred Seventy-Nine Thousand Eight Hundred 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
LEAH NIMFA M. VALDEZ
OIC-Chief, Marketing and Sales Division

Date of receipt of this Notice: February 26, 2024

Name of Authorized Representative: Dona D. Tuaño

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. : LO24-00011

TOKEN AVENUE TRADING

1041 Manila East National Road
Binangonan, Rizal

Date : February 22, 2024

Bidding No.: GSD-005-24

Date of Opening : February 13, 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	200	units	Leather Laptop Sleeve	1,038.00	207,600.00
2	25	pcs	Crystal Glass Plaque	2,888.00	72,200.00
			<ul style="list-style-type: none"> * PR24-0112 - Leather Laptop Sleeve * PR24-0116 - Crystal Glass Plaque * For MSD use * NOA No. GSDPC-001-24 		
			<p>=====</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 279,800.00

Place of Delivery : RR Road, Cristobal St. Paco Manila	Delivery Instruction : On or before February 27, 2024
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Certified Correct: ABIGAIL ANN O. ALICDAN-ESPERE OIC, GSD	2/22/24 Date
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FUNDS AVAILABLE Php 279,800.00	 LADY LOU A. GIMENO OIC Chief Accountant
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APPROVED BY: PHILIP JOSEF T. VERA CRUZ Director IV	2/26/24 Date
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Supplier's copy received by: Doria D. Tuano Signature Over name in print	February 26, 2024 Date Received
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Lim Edgardo Jr. T.