



DEPARTMENT OF FOREIGN AFFAIRS
KAGAWARAN NG UGNAYANG PANLABAS

NOTICE TO PROCEED

31 January 2020

Sir/Madam:

Please be informed that pursuant to the Notice of Award dated 31 January 2020, signed by the Undersecretary for Administration and Head of the Procuring Entity, the *Jaja Trading* is hereby given this Notice to Proceed to deliver two hundred (200) sets of conference kit (Notebook cover, ID Lanyard and Tote bag) for the Cultural Officers Retooling Seminar in the total amount of *Two Hundred Seventy Thousand Pesos* (PhP 270,000.00) only, inclusive of all taxes and other lawful charges.

This Notice is issued in accordance with the requirements of Republic Act No. 9184, otherwise known as the "Government Procurement Reform Act of 2003".

Very truly yours,

A handwritten signature in black ink, appearing to read "J. Eduardo Malaya".

J. EDUARDO MALAYA

Undersecretary for Administration and
Head of the Procuring Entity

JAJA TRADING
111 8th Ave. West, Grace Park
Caloocan City