



Republika ng Pilipinas  
**KAGAWARAN NG KATARUNGAN**  
*Department of Justice*  
*Manila*

**NOTICE TO PROCEED**

**Mr. LORENZO O. NAVARRA**  
*Senior Sales Officer*  
**ROXAS FOOD VENTURES, INC.**  
432 San Andres Street  
Malate, Manila

Dear **Mr. Navarra**:

The attached Purchase Order No. 2022-11-106 dated 15 November 2022 in the amount of **Nine Hundred Twenty-Four Thousand Pesos (P924,000.00)** for the **supply and delivery of food packs for the Inter-Agency Council Against Trafficking's conduct of Barangay IACAT** having been approved, notice is hereby given to **Roxas Food Ventures, Inc.** to proceed with the delivery of goods in accordance with the terms and conditions provided in the said Purchase Order and the schedule requirement as provided herein:

| LOT NO. | DESCRIPTION                           | QUANTITY/UNIT | DELIVERY DATE/PLACE                  |
|---------|---------------------------------------|---------------|--------------------------------------|
| 1       | Packed AM Snacks, Lunch and PM Snacks | 400 pax       | 18 November 2022<br>(Quezon City)    |
| 2       | Packed AM Snacks, Lunch and PM Snacks | 400 pax       | 23 November 2022<br>(Caloocan City)  |
| 3       | Packed AM Snacks, Lunch and PM Snacks | 400 pax       | 25 November 2022<br>(Makati City)    |
| 4       | Packed AM Snacks, Lunch and PM Snacks | 400 pax       | 7 December 2022<br>(Pasig City)      |
| 5       | Packed AM Snacks, Lunch and PM Snacks | 400 pax       | 9 December 2022<br>(Marikina City)   |
| 6       | Packed AM Snacks, Lunch and PM Snacks | 400 pax       | 20 December 2022<br>(Rizal Province) |

Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below. Keep one copy and return the other to the Procurement Management Division.

Very truly yours,

**NICHOLAS FELIX L. TY**

*Undersecretary*

*Head of the Procuring Entity*

As per DO No. 640 dated 10 November 2022

Conforme:

LORENZO NAVARRA

11:8 NOV 2022

Printed name and signature of the representative