



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. 2022-12-120 dated 9 December 2022 in the amount of **Seven Hundred Thousand Pesos (P700,000.00)** for the **catering services in connection with the Year-End Assessment of the Department of Justice on 16 December 2022** 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
1	Packed PM snacks and catered early dinner	1,000 pax	16 December 2022

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,

JESSE H.T. ANDRES

Undersecretary

Head of the Procuring Entity

As per DO No. 292 dated 01 July 2022

Conforme:

15 DEC 2022

PHRESHA MARIE R. MARRON
Printed name and signature of the representative