



Republika ng Pilipinas
KAGAWARAN NG KATARUNGAN
Department of Justice
Manila

NOTICE TO PROCEED

Ms. EDITA M. SEBUGAN

Proprietress

JEMS CATERING SERVICES

412 Inocencio Street
Brgy. 104, Pasay City

Dear **Ms. Sebugan**:

The attached Purchase Order No. 2022-09-083 dated 21 September 2022 in the amount of **One Hundred Forty Thousand Pesos (P140,000.00)** for the **procurement of a catering service provider for two hundred (200) persons in connection with the 125th Founding Anniversary of the Department of Justice** having been approved, notice is hereby given to **Jems Catering Services** to proceed with the delivery of goods in accordance with the terms and conditions provided in the said Purchase Order and the schedule requirement herein specified:

LOT NO.	DESCRIPTION	QUANTITY/UNIT	DELIVERY DATE/TIME
1	Catering services (Lunch and PM snacks) for the participants in the Justice Hall * Inclusive of buffet table with skirting, bar/service table, ice, catering utensils and services of the waiters	200 pax	30 September 2022 Lunch – 10:00 a.m. P.M. Snacks – 1:00 p.m.

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:

Edi M. Sebugan 9/30/22
Edi M. Sebugan

Printed name and signature of the representative