



Philippine Rice Research Institute
Central Experiment Station
Maligaya, Science City of Muñoz, 3119 Nueva Ecija

NOTICE TO PROCEED

November 3, 2023

Melissa Quinto

Manager

Jopau Event Styling and Catering Services

Bantug, Science City of Muñoz

Dear Sir/Madam,


In accordance with our signed Purchase Order/Contract, notice is hereby given to Jopau Event Styling and Catering Services to proceed with the Catering Services for the additional Guest during the 38th PhilRice Anniversary on November 5-9, 2023 under PO # PHILRICE-2023-0012. We will be expecting delivery of the items indicated in the PO not later than 5 calendar days.

In relation thereto, you are hereby responsible for performing the services or delivering the goods under the terms and conditions of the PO.

Please acknowledge receipt and acceptance of this notice by signing the space provided below. Kindly return a signed copy thru fax (n/a), email (dave.musa@yahoo.com), or courier to the Philippine Rice Research Institute, Procurement Management Division.

Thank you very much.

Very truly yours,


Sophia T. Borja
OIC, ODEDASF

ACKNOWLEDGEMENT

I acknowledge receipt of this Notice on: 11/5/23

Name of the Representative of the Bidder: Melissa Quinto

Authorized Signature: 

For Contract Management Use Only

☐ Issued/Served

☐ Conformed

☐ Delivery Confirmed

☐ Database Updated

Better PhilRice. Better Rice Communities.

Email: prri.mail@mail.philrice.gov.ph Text Center: (+63) 917-111-7423

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NTP Control No.: 2023-11-0506 (C)

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