



## NOTICE TO PROCEED

**MS. JAYVEE B. CELESTIAL**  
*Authorized Representative*  
**INNOVATIVE FINDS CORPORATION**  
 149 Tolentino St., SFDM, Quezon City

Dear Ms. Celestial:

The attached Letter Order having been approved, notice is hereby given to **Innovative Finds Corporation** that performance on the **Supply and Delivery of Hand Truck Trolley for the Procurement Service-Department of Budget and Management under GSD-018-23 (SVP)** shall commence effective on the date of receipt of this Notice:

LOT	ITEM DESCRIPTION	QTY	UOM	UNIT PRICE	TOTAL PRICE
1	Hand Truck Trolley	20	Units	P3,178.40	P63,568.00
Amount in words: Sixty-Three Thousand Five Hundred Sixty-Eight Pesos					

Upon receipt of this notice, you are responsible for performing the services under the terms and conditions provided in the Letter Order/Contract and in accordance with the Delivery Schedule.

Please acknowledge receipt of this notice by signing on the space provided below.

Very truly yours,

**SIGNATURE REDACTED**

**ATTY. PHILIP JOSEF T. VERA CRUZ**  
*Director IV, Operations Group*

Date of receipt of this Notice:

11/21/20

Name of Authorized Representative:

JAYVEE B. CELESTIAL

Signature of Authorized Representative:

**SIGNATURE REDACTED**



Republic of the Philippines  
 Department of Budget and Management  
**PROCUREMENT SERVICE**  
 RR Road, Cristobal Street, Paco, Manila



**LETTER ORDER No. : PO23-00459**

**INNOVATIVE FINDS CORPORATION**

149 Tolentino Street,  
 San Francisco Del Monte,  
 Quezon City

Date : November 09, 2023

Bidding No.: GSD-018-23

Date of Opening : October 4, 2023

Please deliver the article(s)/product(s)/supplies/materials listed below priced in accordance with your Quotation No. \_\_\_\_\_ dated \_\_\_\_\_ subject to the Terms and Conditions enumerated below.

ITEM	QTY	UNIT	ARTICLES/DESCRIPTION	UNIT PRICE	TOTAL AMOUNT
1	20	units	SUPPLY AND DELIVERY OF HAND TRUCK TROLLEY * PR23-0416 * for warehouse use (WADD) * NOA No. GSDPC-008-23 * Heavy duty * 1 1/4" diameter (double handle) * Wheel: 8" x 2 (rubber) * Warranty: One (1) year warranty ===== - Subject to Expanded Withholding Tax, Creditable Withholding Tax and Other Percentage Taxes Reference: RA 10963, RA 9337, Revenue Regulation Nos. 13-18, 11-18, 16-05, 14-02, 12-01 and 2-98.	3,178.40	63,568.00
Price Validity: 0 Calendar Days				Total Amount:	Php 63,568.00

Place of Delivery :  
 RR Road, Cristobal St. Paco Manila

Delivery Instruction :  
 Within thirty (30) calendar days from receipt of Notice to Proceed (NTP)

Certified Correct:  
 SIGNATURE REDACTED  
 ABIGAIL ANN O. ALICDAN ESPERE  
 OIC, GSD

11/9/23  
 Date

FUNDS AVAILABLE Php 63,568.00

SIGNATURE REDACTED  
 LADY LOU A. GIMENO  
 OIC Chief Accountant

APPROVED BY:  
 SIGNATURE REDACTED  
 PHILIP JOSEF V. VERA CRUZ  
 Director IV Operations Group

11/15/23  
 Date

S SIGNATURE REDACTED  
 JAYNE B. UCELUSTIAL  
 Signature Over name in print

11/21/23  
 Date Received

Lim Edgardo Jr. T