



**LETTER ORDER No. : PO22-00357**

**MAROONSTUDIOS INC.**

115 Dr. Alejos St., San Isidro  
Labrador, Quezon City  
Metro Manila

Date : March 11, 2022

Bidding No.: PB007-2021

Date of Opening : January 4, 2022

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	1	lot	Subscription of Email and Collaboration Tools  * Supply, Delivery and Commissioning for one (1) year Subscription of Email and Collaboration Tools for Procurement Service - Department of Budget and Management (PS-DBM)  * PR21-0476 (for ITSD) * NOA No. INTBAC-005-22 * Resolution No. PS-BAC-22-03-01  * A warranty covered by either retention money or special bank guarantee equivalent to at least 1% of payment on the contract price or of the total monthly billing shall be required of three (3) months after the end user's date of the final acceptance.  =====	3,197,779.00	3,197,779.00
- Subject to Expanded Withholding Tax, Final Withholding Tax and Other Percentage Taxes Reference: RA 9337 Revenue Regulation Nos. 16-05, 14-02, 12-01, and 2-98.					


Price Validity: **0** Calendar Days Total Amount: Php **3,197,779.00**

Place of Delivery : RR Road, Cristobal St. Paco Manila	Delivery Instruction : within thirty (30) calendar days from the issuance of Notice to Proceed (NTP)
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Certified Correct:  
 **SIGNATURE REDACTED**  
MARK ANTHONY G. HUERTAS  
 OIC, GSD March 14, 2022  
Date

FUNDS AVAILABLE Php **3,197,779.00**  **SIGNATURE REDACTED**  
AMY T. DELA CRUZ 14 MAR 2022  
OIC Chief Accountant

APPROVED BY:  **SIGNATURE REDACTED**  
ATTY. JASONMER L. UAYAN  
 OIC-Executive Director 3/16/2022  
Date

Supplier's copy received by:  
 **SIGNATURE REDACTED**  
Anthony Z. Misajon  
 Signature Over name in print March 17, 2022  
Date Received



## NOTICE TO PROCEED

**MR. ANTHONY Z. MISAJON**

*Authorized Representative*

**MAROONSTUDIOS INC.**

115 Dr. Alejos St., San Isidro Labrador,  
 Quezon City, Metro Manila, PH 1114

Dear **Mr. Misajon:**

The attached Letter Order having been approved, notice is hereby given to **MAROONSTUDIOS INC.** that performance on the *SUPPLY, DELIVERY AND COMMISSIONING FOR ONE (1) YEAR SUBSCRIPTION OF EMAIL AND COLLABORATION TOOL FOR PROCUREMENT SERVICE-DEPARTMENT OF BUDGET AND MANAGEMENT (PS-DBM)* under **Public Bidding No. 007-2021** shall commence effective on the date of receipt of this Notice:

LOT	ITEM DESCRIPTION	QTY	UOM	UNIT COST	TOTAL AMOUNT
1	<b>Supply, Delivery and Commissioning for One (1) Year Subscription of Email and Collaboration Tool for Procurement Service – Department of Budget and Management (PS-DBM)</b>	1	Lot	P 3,197,779.00	P 3,197,779.00
<b>Amount in words:</b> Three Million One Hundred Ninety-Seven Thousand Seven Hundred Seventy-Nine 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. JASONMER L. UAYAN**

*OIC – Executive Director*

Date of receipt of this Notice:

March 17, 2022

Name of Authorized Representative:

Anthony Z. Misajon

Signature of Authorized Representative:

**SIGNATURE REDACTED**