



NOTICE TO PROCEED

24 NOV 2023

Date

MS. CHARMAINE SEVILLANO

Authorized Personnel

Sodexo Benefits and Rewards Services Philippines

11th Flr. B.A. Lepanto Bldg. 8747 Oasei de Roxas Street,
Makati City

Dear Ms. Sevillaano:

The attached **Purchase Order (PO)** with number 2023-11-0144, having been approved, notice is hereby given to **Sodexo Benefits and Rewards Services Philippines** for the execution of the project **“Supply and Delivery of 1,000 pcs Gift Cheques (in 1,000 denomination) for the Special Prize/Raffle Items for the 2023 Year-End Celebration at the Civil Service Commission (CSC)”**.

Upon receipt of this Notice, you are responsible for performing the services under the terms and conditions of the Purchase Order and in accordance with the implementation schedule.

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 Civil Service Commission.

Very truly yours,



ATTY. KARLO A. B. NOGRALES
Chairperson

Conforme:

I acknowledge receipt of this notice on NOV. 24, 2023
(Date of Receipt)

Printed Name of the Authorized Representative
of the Bidder/Supplier: CHARMAINE FAITH SEVILLANO

Signature: _____