



OFFICE OF THE COMMANDER
COAST GUARD INTERNAL AUDIT
National Headquarters Philippine Coast Guard
3F 637 Delgado Building Bonifacio Drive corner
25th Street Port Area, Manila 1018

NOTICE TO PROCEED

2 June 2025

FRANCISCO MASCARENAS GOPELA JR
Sole Proprietor/Authorized Representative
NOV TRADING
Blk 23 Lot 9 Queen Ann St., Queens Row East
City of Bacoor, Cavite

Dear Mr. Gopela Jr:

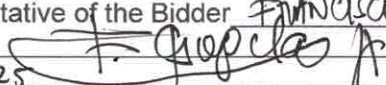
The attached Purchase Order (PO)/Contract Agreement having been approved, notice is hereby given to **NOV TRADING**, and may commence on the Supply and Delivery of Office Supplies for IASC class 03-04 2025. The items shall be delivered with prior notice given at least thirty (30) calendar days before the confirmation of the details, delivery location, and other pertinent information necessary for the supply and delivery of office supplies.

Upon receipt of this notice, you are responsible for performing the services under the terms and conditions of the **Purchase Order/Contract Agreement** in accordance with the Implementation Schedule.

Please acknowledge receipt and acceptance of this notice by signing both copies of this document in the spaces provided below. Keep one (1) copy and return the other to the CGIA Procurement Office at the 3F 637 Delgado Building Bonifacio Drive Corner, 25th Street Port Area, Manila.

Very truly yours,


MITZIE S SILVA-CAMPO
RADM PCG
Head of the Procuring Entity

Name of the Representative of the Bidder FRANCISCO M GOPELA JR
Authorized Signature 
Date: 02 Jun 2025