



NATIONAL POWER CORPORATION

NOTICE TO PROCEED

29 September 2021

TEDDY JAY T. FULGENCIO

Proprietor

APEX OFFICE SUPPLIES & EQUIPMENT TRADING

202 Tara Residences,

Brgy. Culiati, Quezon City

Tel No. 09175100923

E-mail: apexretailandtrading@gmail.com

SUBJECT: NOTICE RE: PURCHASE ORDER NO. 058141-ALC

Dear Mr. Fulgencio:

Pursuant to Purchase Order No. **058141-ALC** in the total amount of **₱ 330,000.00** for the **Supply & Delivery of General Office and Executive Chairs** intended for **Transportation and Facilities Management Division** under PR No. **HO-TFM21-072 (Item Nos. 1 & 2)**, you are hereby required to effect delivery of the goods within the period specified in the Purchase Order.

Failure to comply with the delivery period from receipt of this Notice to Proceed will result to the imposition of sanctions/penalties as prescribed by law.

Very truly yours,


ALEXANDER P. JAPON

Vice President, Admin & Finance

Cf: Ms. M. B. Guinto – Sr, Dept. Manager, Admin

Mr. R. A. Villarin – DM, Logistics

Ms. C. V. Maceda – Prin. Architect A, TFMD

Received and Acknowledged by:  MICHAEL RAYMOND M. EUSEBIO
Authorized Representative

Date: 10/25/21

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