



NATIONAL POWER CORPORATION

NOTICE TO PROCEED

02 December 2022

MR. BENITO T. SORIANO,
Authorized Representative
GRAFICA VERANDA ENTERPRISES
Plaridel, Misamis Occidental
CP Nos.: 09239066246 / 09289073152
Email: hynesoriano@yahoo.com.ph

SUBJECT: **NOTICE RE: PURCHASE ORDER NO. 058625-AAF**

Dear **Mr. Soriano**:

Pursuant to Purchase Order No. **058625-AAF**, in the total amount of **₱ 14,580.00**, for the **Supply and Delivery of Toner Cartridges for HP Smart Tank 519 intended for the Office of the Auditor, COA** under PR No. **HO-COA22-001 (Item Nos. 1 – 4)**, 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

AP Japon

Cf: Ms. M. B. Guinto – SDM, Administration
Mr. R. A. Villarin – DM, Logistics
Mr. R. M. De La Riarde – OIC, Audit Team Leader, COA

Received and Acknowledged by: _____

Benito Soriano
Authorized Representative

Date: _____

12/5/2022

