



NATIONAL POWER CORPORATION

NOTICE TO PROCEED

04 November 2022

MR. JOSH P. ALCARAZ
Sales Executive
ANDJ BRIGHT PRINTING SERVICES
1760-1D Firmeza St.
Sampaloc, Manila
Tel. No. 8354-8214 / 8782-1803
Fax No. 8354-8393

SUBJECT: NOTICE RE: PURCHASE ORDER NO. 058593-JBO

Dear **Mr. Alcaraz**:


Pursuant to Purchase Order No. **058593-JBO** in the total amount of **₱ 90,000.00** for the **Supply and Delivery of Toner Cartridge, Black for Canon 319** intended for **Information System & Technology Department** under PR No. **HO-IST22-011 (Item No. 5)** 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,


FERNANDO MARTIN Y. ROXAS
President and CEO

Cc: Mr. A. P. Japon – Vice President, Admin & Finance
Ms. M. B. Guinto – SDM, Admin
Mr. R. A. Villarin – Manager, Logistics Dept.
Ms. R. R. Torres – Sr. IS/IT Spclst., ISTD

Received and Acknowledged by: 
Authorized Representative

Date: 11-09-22

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