



NATIONAL POWER CORPORATION

NOTICE TO PROCEED

21 January 2022

MS. EVELYN A. BEA

Authorized Representative
Chemtech Trading
25 Valencia St., N. Susana
Commonwealth Ave., Old Balara, Quezon City
Tel. No. 964-3327 / 0917-8109118

SUBJECT: NOTICE RE: PURCHASE ORDER NO. 058293-ZCT

Dear **Ms. Bea**:

Pursuant to Purchase Order No. **058293-ZCT** in the total amount of **₱ 128,000.00** for the Supply and Delivery of Garden Maintenance Supplies under PR No. HO-TWT21-009 (Item Nos. 1 - 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,

USEC. DONATO D. MARCOS
Officer-in-Charge

Attachment: as stated

cf: Mr. A. P. Japon – VP, Admin & Finance
Ms. M. B. Guinto – SDM, Administration
Mr. R. A. Villarin – Dept. Manager, Logistics
Mr. R. R. Declaro – Section Chief, Tiwi-WAT

Received and Acknowledged: *E. A. Bea*
(Authorized Representative)

Date: *1/21/22*

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