



**NATIONAL POWER CORPORATION**  
Small Power Utilities Group  
Mindanao Operations Department

**24 MAR 2022**

Ms. Mary Yan  
Sales Supervisor  
**ECV OFFICE SUPPLIES WAREHOUSE, INC.**  
68 Villamor St., Brgy. 15-B, Poblacion Dist.  
Obrero, Davao City  
Tel. No.: 225-7451 / 225-7402  
E-mail: [ecvofficesales@gmail.com](mailto:ecvofficesales@gmail.com)


SUBJECT: NOTICE TO PROCEED

Dear Ms. Yan:

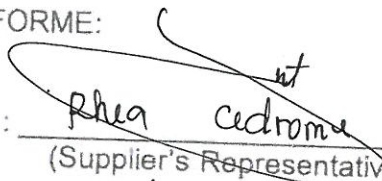
Pursuant to Purchase Order No. 008327SHP in the total amount of Php 182,351.95 for the "SUPPLY AND DELIVERY OF VARIOUS OFFICE SUPPLIES INTENDED FOR AFD DAVAO & ZAMBOANGA under PR No. S3-AFM22-009, you are hereby required to effect delivery of the goods within the period specified in the Purchase Order.

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

Very truly yours,

  
**YACOB H. DARAYAN**  
Department Manager, MOD

CONFORME:

By :   
(Supplier's Representative)

Date : 3/24/22