



## NATIONAL POWER CORPORATION

### NOTICE TO PROCEED

29 November 2021

**MR. BENITO T. SORIANO**

Authorized Representative  
GRAFICA VERANDA ENTERPRISES  
Mabini Street, Northern Poblacion,  
Plaridel, Misamis Occidental  
Cell No. 09239066246  
E mail: hyneesoriano@yahoo.com.ph

**SUBJECT: NOTICE RE: PURCHASE ORDER NO. 058235-ZCT**

Dear **Mr. Soriano**:

Pursuant to Purchase Order No. **058235-ZCT** in the total amount of **₱ 51,250.00** for the Supply and Delivery of Office Supplies under PR No. HO-EEI21-004 (Item Nos. 1 - 6), 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. J.A. Comparativo – Engineer II-EEICD

Received and Acknowledged:

**BENITO SORIANO**  
(Authorized Representative)

Date:

12/1/2021

BIR Road cor. Quezon Avenue, Diliman  
Quezon City 1100, Philippines  
Tel. Nos. (632) 921-3541 to 80 • Fax No. (632) 921-2468  
Website: [www.napocor.gov.ph](http://www.napocor.gov.ph)

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