



NATIONAL POWER CORPORATION

NOTICE TO PROCEED

15 March 2023

MS. NIMFA D. VILLANUEVA,

Owner

DIRECT-A NON- SPECIALIZED WHOLESALE TRADING

10 Harvard Street, Brgy. J. Dela Peña,

Marikina City

Tel. Nos. 09178274216 / 09695600556

Email: nimfamil01@gmail.com

SUBJECT: NOTICE RE: PURCHASE ORDER NO. 058672-JBO

Dear **Ms. Villanueva:**

Pursuant to Purchase Order No. **058672-JBO**, in the total amount of **₱ 45,200.00**, for the **Supply and Delivery of Various Office Equipments** intended for **Office of the Manager, Human Resources Department** under PR No. **HO-HRM23-001 (Item Nos. 1, 2 & 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 and Finance

Cf: Mr. R. A. Villarín – Manager, Logistics Dept.
Mr. R. B. Nojadera – Manager, HRD

Received and Acknowledged by: Riza Carbas
Authorized Representative

Date: March 16, 2023

BIR Road cor. Quezon Avenue, Diliman
Quezon City 1100, Philippines
Tel. Nos. (632) 921-3541 to 80
Fax No. (632) 921-2468
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