



Republic of the Philippines  
**DEPARTMENT OF JUSTICE**  
**BUREAU OF CORRECTIONS**  
NATIONAL HEADQUARTERS

NBP Reservation, Muntinlupa City, Philippines, 1776  
Telephone Nos. +632-8809-8073 / 8809-9775 / E-mail Address: odg@bucor.gov.ph



## NOTICE TO PROCEED

May 18, 2023

**ANALIZA MATAMOROSA**  
MATMOSCO OFFICE AND SCHOOL SUPPLIES  
B8 L7 The Araya Park Residences, Sta. Rosa City, Laguna

Dear Ms. Matamorosa,

Based on the approved Purchase Order No. 23-05-026 (copy attached), notice is hereby given to Matmosco Office and School Supplies to commence on the Supply and Delivery of Office Supplies for the use at different Offices, NBP effective upon receipt of this notice.

You are responsible for performing the services under the terms and conditions of the Agreement and in accordance with the Implementation Schedule.

Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below. Keep one copy and return the other to the **BUREAU OF CORRECTIONS**.

Very truly yours,

  
**GENERAL GREGORIO PIO P. CATAFANG JR. AFP (Ret.) CESE**  
Director General

I acknowledge receipt of this notice.

  
**ANALIZA MATAMOROSA**

Proprietor

Date Received May 30, 2023

"REFORM BUCOR"