



**BUREAU OF CORRECTIONS
SAN RAMON PRISON AND PENAL FARM**
Brgy. Talisayan, Zamboanga City 7000



NOTICE TO PROCEED

**The Manager
PHONE PATCH MARKETING
Zamboanga City**

Sir/ Ma'am,

Based on the approved **Purchase Order No. 2024-08-013** dated 29 Aug 2024 (Copy Attached), Notice to Proceed is hereby given to **PHONE PATCH MARKETING** for the procurement of **SUPPLY AND DELIVERY OF TWO (2) UNITS LAPTOP COMPUTER AND PRINTER WITH SCANNER FOR MSEC USE**, San Ramon Prison and Penal Farm (SRPPF), Zamboanga City, NP- Small Value Procurement effective upon receipt of this notice.

You are responsible for performing the services under the Terms and Conditions of 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 (1) copy and return the other to the BUREAU OF CORRECTIONS, San Ramon Prison and Penal Farm, Zamboanga City.

Very truly yours,

C/SSUPT DAISY SEVILLA- CASTILLOTE
Acting Superintendent
Head of Procuring Entity (HoPE)

I acknowledge receipt of this notice.

Signature over Printed Name

Date: 9-5-24

