



Republic of the Philippines  
**DEPARTMENT OF JUSTICE**  
**BUREAU OF CORRECTIONS**  
 NATIONAL HEADQUARTERS  
 NBP Reservation, Muntinlupa City, Philippines, 1776



**NOTICE TO PROCEED**

November 5, 2024

**SUNSHINE JOY ENRIQUEZ**  
 CASTER PHARMA AND MEDICAL SUPPLIES TRADING  
 308 Pasda Mansion 77 Panay Ave. Corner Timog, Q.C.

Dear Ms. Enriquez :

Based on the approved Purchase Order No. 24-11-097 (copy attached), notice is hereby given to Caster Pharma and Medical Supplies Trading to commence on the Supply and Delivery of Single Bed Leather Mattress for the use at NBPH Wards and Emergency Room 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 CATAPANG JR., AFP (Ret.), CESE, CCLH**  
 Director General

I acknowledge receipt of this notice.

**Sunshine Joy Enriquez**  
 Authorized Representative  
 Date Received Nov 27, 2024



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