



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



NOTICE TO PROCEED

March 3, 2025

DANICA VILLACILLO
 JOZETH TRADING
 Suite 413 Pasda Mansion, 77 Panay Ave. Cor. Timog, Q.C.

Dear Ms. Villacillo:

Based on the approved Purchase Order No. 25-03-14 (copy attached), notice is hereby given to Jozeth Trading to commence on the Supply and Delivery of Bond Paper for the use of PDPD Office 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

18 MAR 2025 V_{hcb}

I acknowledge receipt of this notice.

Danica Villacillo
 Authorized Representative

Date Received 3/19/2025



Telephone Num. +63-8809-8073
 www.bucor.gov.ph | odg@bucor.gov.ph



PURCHASE ORDER
Bureau of Corrections
Entity Name

Supplier : JOZETH TRADING Address : Suite 413 Pasda Mansion, 77 Panay Ave. Cor. Timog, Q.C. TIN : 228-492-001-000	P.O. No. : 25-03-14 Date : March 3, 2025 Mode of Procurement : NEGOTIATED (53.2)
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Gentlemen:
Please furnish this Office the following articles subject to the terms and conditions contained herein:

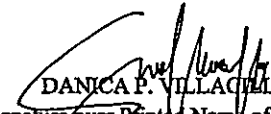
Place of Delivery : <u>Directorate for Logistics, Muntinlupa City</u>	Delivery Term : _____
Date of Delivery : <u>15 calendar days upon receipt of NTP/P.O.</u>	Payment Terms : _____

Stock Property No.	Unit	Description	Qty.	Unit Cost	Amount
	ream	A4 Bond Paper 80 GSM	2,280	247.122807	563,440.00
	ream	Legal Bond Paper 80 GSM vvvvvvvvvvvvvvvvvvvv	1,330	283.00	376,390.00 vvvvvvvvvv
For the use of PDPD-Office.					939,830.00

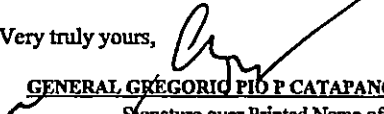
Total Amount in Words **Nine hundred thirty nine thousand eight hundred thirty pesos only.**

In case of failure to make the full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed on the undelivered item/s.

Conforme:


DANICA P. VILLACELLO
 Signature over Printed Name of Supplier
3/19/2025
 Date

Very truly yours,


GENERAL GREGORIO PIO P. CATAFANG JR., AFP (Ret.), CESE, CCLH
 Signature over Printed Name of Authorized Official
Director General
 Designation

Fund Cluster : _____

Funds Available : _____

MS. DOPHENE DE MO-GADIA
 Chief Accountant

ORS/BURS No. : 02-101101-2025-03-1151

Date of the ORS/BURS: 10 Mar 2025

Amount : 939,830 -

RECEIVED

COI PEMOLIN

Date 3/19/25 Time: 1608H

RECEIVING & ISSUING SECTION