



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



NOTICE TO PROCEED

The Manager
J.E ENTERPRISES
Ipil, Zamboanga Sibugay

Dear Sir/Madam,

Based on the approved Purchase Order No. _____ dated _____ (copy attached), we hereby issue the Notice to Proceed to **J.E Enterprises** for the procurement of **Supply and Delivery of 500 pieces White T-Shirt with Collar**, Zamboanga City, under NP-Small Value Procurement, effective upon receipt of this notice.

You are responsible for performing the services in accordance with the terms and conditions of the agreement and the implementation schedule.

Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below. Retain one (1) copy for your records and return the other to the Bureau of Corrections, San Ramon Prison and Penal Farm, Zamboanga City.

Very truly yours,

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

[Handwritten signature]

I acknowledge receipt of this notice.

[Handwritten signature]

Signature over Printed Name

Date: 5-2-2025



991-7240 / 991-7241
srpfctos@bucor.gov.ph / srpfadmin@bucor.gov.ph



PURCHASE ORDER
 BUREAU OF CORRECTIONS
 SAN RAMON PRISON AND PENAL FARM
 Agency

MPRPAIX 01

Supplier : <u>J.E ENTERPRISES</u>	P. O. No. <u>2025-04-016</u>
Address: <u>IpR, Zamboanga Sibugay</u>	Date: <u>22-Apr-25</u>
TIN : _____	Mode of Procurement <u>NP SMALL VALUE (Sec 53.9)</u>

Gentlemen:
 Please furnish this Office the following articles subject to the terms and conditions contained herein:
 Place of Delivery : SRPPF Delivery Term: DELIVER
 Date of Delivery : 15 Days upon receipt of P. O. Payment Term: Upon completion of Delivery

Stock/ Property No.	Unit	Description	Quantity	Unit Cost	Amount
		LOT-1			
1	PCS	WHITE T-SHIRT W/ COLLAR- SMALL ✓	200	195.00	39,000.00
2	PCS	WHITE T-SHIRT W/ COLLAR- MEDIUM ✓	200	195.00	39,000.00
3	PCS	WHITE T-SHIRT W/ COLLAR- LARGE ✓	100	195.00	19,500.00
		XXXXXXXXXXXX			97,500.00
		FOR POST-RELEASE REINTEGRATION PROGRAM ✓			

(Total Amount in Words) NINETY SEVEN THOUSAND FIVE HUNDRED PESOS 97,500.00

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:

[Signature]
 J.E ENTERPRISES
 Signature over Printed name of Supplier
5-2-2025
 Date

Very truly yours.

[Signature]
 C/SSUPT DAISY SEVILLA CASTILLOTE
 Acting Superintendent
 Signature over Printed Name of Authorized Official

 Date

Fund Cluster :

Fund Available:

[Signature]
 CO2 Philip Ian G Ramirez
 Signature over Printed Name of Chief Accountant/Head of
 Accounting Division/Unit

ORS/BURS No. _____

Date of the ORS/BURS: _____

Amount: _____