



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



NOTICE TO PROCEED

JOYCE LYN A. PADLAN
 RUSSOR NON-SPECIALIZED WHOLESALE TRADING
 B7 L5 Saint Luke St., Sto. Niño Village, Tunasan, Muntinlupa City

Dear Ms. Padlan:

Based on the approved Purchase Order No. 25-07-60 (copy attached), notice is hereby given to Russor Non-Specialized Wholesale Trading to commence on the Supply and Delivery of Electrical Tools and Equipment for the use at Electrical Engineering Section 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.

Joyce Lyn A. Padlan

Authorized Representative

Date Received July 21, 2025



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