



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. 2025-08-012**, dated 08 August 2025 (copy attached), we hereby issue this **Notice to Proceed** to **J.E Enterprises** for the procurement of **Supply and Delivery of Computer Set with 3-in-1 Printer and UPS for the Office of Deputy Superintendent for Administration**, under **Negotiated Procurement – 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-CASTILLOTE
Acting Superintendent/ 
Head of Procuring Entity (HoPE)

I acknowledge receipt of this notice.


Signature over Printed Name

Date: 8/24/2025

