



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



**NOTICE TO PROCEED**

**GILDA G. ESTILLORE**  
 RICA ANA TRADING  
 Stall#2 Soldiers Mall, Camp General Emilio Aguinaldo, Quezon City

Dear **Ms. Estillore**:

Based on the approved Purchase Order No. 25-06-56-A (copy attached), notice is hereby given to Rica Ana Trading to commence on the Supply and Delivery of ICT Equipment 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,

*[Signature]*  
**GENERAL GREGORIO PIO P CATAPANG JR., AFP (Ret.) CESE, CCLH**  
 Director General



I acknowledge receipt of this notice.

*[Signature]*  
 Gilda G. Estillore  
 Authorized Representative  
 Date Received 9-22-25



**PURCHASE ORDER**

Bureau of Corrections

Entity Name

Supplier : <b>RICA ANA TRADING</b>	P.O. No. : <b>25-06-56-A</b>
Address : Stall#2 Soldiers Mall, Camp General Emilio Aguinaldo, Quezon City	Date : <b>06-27-25</b>
TTN No. : 403-326-066-000	Mode of Procurement : <b>NEGOTIATED (53.2)</b>

Gentlemen:  
Please furnish this Office the following articles subject to the terms and conditions contained herein:

Place of Delivery : <u>  </u> Directorate for Logistics, Muntinlupa City	Delivery Term : _____
Date of Delivery : <u>  </u> 60 calendar days upon receipt of NTP/P.O.	Payment Terms : _____

STOCK/Property No.	Unit	Description	Qty.	Unit Cost	Amount
	Lot	<b>ICT EQUIPMENTS</b>	1		
		<b>Desktop Computer (Basic)</b> Processor: Intel® Core™ i5-13420H Operating System: Windows 11 Home Graphic Card: Integrated GPU Intel® UHD Graphics Memory: 8 GB Storage: 512 GB SSD Power Supply Unit: 330W Accessories: Keyboard, Mouse Monitor: 23.8" HDMI cable, 1920 x 1080 Resolution	100	63,379.00	6,337,900.00
		<b>Desktop Computer (Mid Range)</b> Processor: Intel® Core™ i7-13700 Operating System: Windows 11 Pro Graphic Card: Integrated GPU Intel® UHD Graphics Memory: 16 GB Storage: 1 TB SSD Accessories: Keyboard, Mouse Monitor: 27" HDMI cable, 1920 x 1080 Resolution	360	102,885.00	37,038,600.00
		<b>Laptop Computer (Mid-range)</b> Processor: Intel Core Ultra 5 125U Operating System: Windows 11 Pro Display: 16" WUXGA (1920 x 1200), IPS, Anti-Glare, Non-Touch, 45%NTSC Graphic Card: Integrated Intel Graphics Memory: 16 GB Storage: 512 GB	150	90,280.00	13,542,000.00
(page 1 of 2 pages)					

Total Amount in Words

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:	Very truly yours,
	
<b>GILDA G. ESTILLORE</b>	<b>GENERAL GREGORIO PIO P. CATAPAN, JR., AFP (Ret.), CESE, CCLH</b>
Signature over Printed Name of Supplier	Signature over Printed Name of Authorized Official
<u>9/22/25</u>	Director General
Date	Designation

Fund Cluster : <u>  </u> <b>61</b>	ORS/BURS No. : <u>  </u> <b>06-101101-2025-08-4774</b>
Funds Available : <u>  </u> <b>58,272,610.00</b>	Date of the ORS/BURS: <u>  </u> <b>6/29/25</b>
<b>MS. DOPHENE DELMO-GADIA</b>	Amount : <u>  </u> <b>58,272,610.00</b>
Chief Accountant	

**RECEIVED**

*CA REMOLIM*

Date: 11/04/25 Time: 1331H

**RECEIVING & ISSUING SECTION**

