



**Philippine Rice Research Institute**  
Central Experiment Station  
Maligaya, Science City of Muñoz, 3119 Nueva Ecija

Quality Rice. Quality Life.

## NOTICE TO PROCEED

January 3, 2023

**MS. MAGNOLIA CECILIA D. UY**

Vice President for Retail Sales

Petron Corporation

SMC Head Office Complex, No. 40 San Miguel Avenue,  
Mandaluyong City, Metro Manila

Dear Madam,

In accordance with our signed Purchase Order/Contract, notice is hereby given to Petron Corporation to proceed with the Procurement of Fuel (Diesel, Gasoline, and Kerosene) through Fleet Card System (CY 2023) PB 23-01-02 EPA under PO # 2023-01-00020. We will be expecting delivery of the items indicated in the PO not later than 6 Calendar Days upon receipt of Purchase Order.

In relation thereto, you are hereby responsible for performing the services or delivering the goods under the terms and conditions of the PO.

Please acknowledge receipt and acceptance of this notice by signing the space provided below. Kindly return a signed copy thru fax ((044) 456-0650), email (frederickcapinpin22@gmail.com), or courier to the Philippine Rice Research Institute, Physical Plant Division.

Thank you very much.

Very truly yours,

  
**John C. De Leon**  
Executive Director

## ACKNOWLEDGEMENT

I acknowledge receipt of this Notice on: January 03, 2023

Name of the Representative of the Bidder: Marbelsan L. Jiz

Authorized Signature: 

### For Contract Management Use Only

☐ Issued/Served

☐ Conformed

☐ Delivery Confirmed

☐ Database Updated





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