



Republic of the Philippines
Benguet State University
 2601 La Trinidad, Benguet
www.bsu.edu.ph



Office of the University President

NOTICE TO PROCEED

SHERYL UYAMMI
 Branch Coordinator
 Copylandia Office Systems Corporation
 Baguio Branch
 GF22 and LGS08, Megatower 1 Residences
 Sandiko St., Brgy. Salud Mitra, Baguio City

Dear Ms. Uyammi:

The attached Contract Agreement having been approved notice is hereby given to your firm to start the Supply and Delivery of Inks (PO # 644-22) to the University upon receipt of this notice.

You shall comply with the terms and conditions of the Agreement 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 University.

Very truly yours

FELIPE SALAING COMILA
 University President

Sheryl A. Uyammi
 Branch Coordinator

I acknowledge receipt of this Notice on _____

Name of the Representative of the Bidder _____

Authorized Signature March 21, 2014