



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

Office of the University President

NOTICE TO PROCEED

The Manager
Copylandia Office Systems
Corporation
Salud Mitra, Baguio City


Dear Ma'am/Sir,

The attached Contract Agreement having been approved; notice is hereby given to your firm to start the **Delivery of Digital Machine Duplicator** with **PO #:2023-05-161-117**) 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 SALANG-COMILA
University President

CONFORME/AWARD ACCEPTED

Authorized Signature _____

Name of the Representative of the Bidder STEPHANIE G. TAYADAN

I acknowledge receipt of this Notice on MAY 9, 2023