



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

Office of the University President

NOTICE TO PROCEED

August 25, 2022

MS. MALOU Y. YUSONGCO

Representative

HEXACOM ENTERPRISE

Adivay Building, Bonifacio Street, Baguio City

Dear Ms, Yusongco:

The attached Contract Agreement having been approved, notice is hereby given to your firm to start the **Supply and Delivery the 3 units Digitization/Book Scanner Work Station** upon receipt of this notice.

In this connection, coordinate with the BSU Supply Management Office and University Library Information Services who will supervise and monitor the performance and the progress of your services.

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

I acknowledge receipt of this Notice on 8/31/2022

Name of the Representative of the Bidder Malou Yusongco

Authorized Signature 