



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
Officetech General
Merchandise
Epiphany Compound,
Betag, La Trinidad, Benguet

Dear Ma'am/Sir:

The attached Contract Agreement having been approved; notice is hereby given to your firm to start **Delivery of Printer and Desktop Computer** with **PO #:2022-11-101-301**) 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

I acknowledge receipt of this Notice on _____
Name of the Representative of the Bidder _____
Authorized Signature _____

OFFICETECH GENERAL MERCHANDISE 2-7-2023
Epiphany Compound, Betag, 173