



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
ESM Learning Enterprises
Porta Vaga Mall G-14
Session Rd. Kabayanihan,
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 various IT Equipment and Supplies** with **PO #2022-12-Sp-445** 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 January 11, 2023

Name of the Representative of the Bidder Karla Dee

Authorized Signature [Signature]