



Republic of the Philippines
Benguet State University
La Trinidad, 2601, Benguet Province
Tel. No. 661-1839

Office of the University President

NOTICE TO PROCEED

October 27, 2022

MS. ALICIA RUFINO

Authorized Representative

OFFICETECH GENERAL MERCHANDISE

La Trinidad, Benguet

Dear Ma'am:

The attached Contract Agreement having been approved, notice is hereby given for you to proceed with the project: Procurement of IT supplies under **PO # 2022- 10- SP- 340** .

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

Authorized Signature _____

Name of the Representative of the Bidder _____

I acknowledge receipt of this Notice on 11-3-22