



Republic of the Philippines
Benguet State University
La Trinidad, 2601, Benguet Province
Tel. No. 422-2176

Office of the President

NOTICE TO PROCEED

ALICIA P. RUFINO
OFFICETECH GENERAL
MERCHANDISE
Betag, La Trinidad
Benguet

Dear Madam:

The attached Contract Agreement having been approved, notice is hereby given to your firm to supply and delivery of various office supplies (PO No. 2022-10-SP-) 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

Officetech General Merchandise
Epiphany cmpd. Betag,
LA Trinidad Benguet

Name of Bidder/ Representative _____

Authorized Signature _____

Date of Receipt _____

10-14-27

Funds Available: _____

Date of the ORS/BURS: 10/10


IMELDA BUIS GALINATO
Accountant IV

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₱ 57,677.50

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