



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

Office of the President

NOTICE TO PROCEED

JENNIFER L. BASCO
RIO CHICO MARKETING
Poblacion, Bontoc,
Mountain Province

Dear Madam:

The attached Contract Agreement having been approved, notice is hereby given to your firm to supply and delivery of various office equipment (PO No. 2022-09-IGI-) 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

Name of Bidder/ Representative JENNIFER BASCO

Authorized Signature 

Date of Receipt OCTOBER 6, 2022