



Republic of the Philippines
Benguet State University
2601 La Trinidad, Benguet



Office of the University President

NOTICE TO PROCEED

The Manager

Kadasan Office and School
Supplies Trading
Poblacion, La Trinidad, Benguet

Dear Sir/Maám,

The attached Contract Agreement having been approved; notice is hereby given to your firm to start the **Delivery of Various Office Supplies** with PO #:2024-_____) 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

CONFORME/AWARD ACCEPTED

Authorized Signature _____

Name of the Representative of the Bidder _____

I acknowledge receipt of this Notice on _____


Jovelyn B. Babang
11 March 2024