



Republic of the Philippines

2601 La Trinidad, Benguet

*Office of the University President*

**NOTICE TO PROCEED**

RAJONG PILIPINAS



**The Manager**  
Copylandia Office Systems  
Corporation  
Unit GF-22 and LGS-08  
Megatower Residences I  
Sandico Cor. Tecson Streets  
Salud Mitra, Baguio City

Dear Maám/Sir,

The attached Contract Agreement having been approved, notice is hereby given to your firm the **Delivery of Toner Cartridge with PO #:2024- [01-259]** 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,

  
**PHILIPPINE SALAING COMILLA**  
University President

**CONFORME/AWARD ACCEPTED**

Authorized Signature

Name of the Representative of the Bidder  
I acknowledge receipt of this Notice on

  
**Zeryll A. Uyarrin**  
Branch Coordinator

  
Branch Coordinator

Telephone No.

Website:  
E-mail Address: