



Republic of the Philippines  
Benguet State University  
2601 La Trinidad, Benguet  
*Office of the University President*



## NOTICE TO PROCEED

November 07, 2024

**MS. ALICIA P. RUFINO**

Owner

**OFFICETECH GENERAL MERCHANDISE**

Epiphany Cmpd., Betag, La Trinidad, Benguet

**Dear Ma'am:**

The attached Contract Agreement having been approved, notice is hereby given to your firm for the *Supply and Delivery of IT Equipment and Paraphernalia of BSU Buguias Campus, Loo, Buguias, Benguet* (PO No. 2024 - *GAA-421*) 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 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** **ALICIA RUFINO**

Name of Bidder/Representative 09104144000  
*officetechmerchandise2@gmail.com*

Date of Receipt 11-15-24

Authorized Signature 