



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



Office of the University President
NOTICE TO PROCEED

JUN 08 2026

MR. DAN ROMAN S. AURELLO
 Authorized Representative
 Metroshoppers Ventures, Inc.
 3894 Araro St., Brgy. Palanan,
 Makati City

Dear Mr. Aurello:

The attached Contract Agreement having been approved, notice is hereby given to your firm to start the **Supply and Delivery of Various Semi-expendable Office Equipment (PO No. 2026- 16F-214)** 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,


KENNETH ALIP LARUAN
 University President

Name of Bidder/Representative DAN ROMAN S. AURELLO

Authorized Signature 

I acknowledge receipt of this Notice on JUNE 22, 2026

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