



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



Office of the University President

NOTICE TO PROCEED

The Manager
Xworks Sales & Services Inc.
602 National Life Bldg.,
Session Rd., Baguio City

Dear Maám/Sir,

The attached Contract Agreement having been approved, notice is hereby given to your firm to start the **Delivery of Copier** (with PO #:2026- 6AA-258) 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,


KENNETH ALIP LARUAN
University President

CONFORME/AWARD ACCEPTED

Authorized Signature _____

Name of the Representative of the Bidder ELYN DELA CRUZ

I acknowledge receipt of this Notice on 7/31/2026

Email: president@bsu.edu.ph

Website: www.bsu.edu.ph

Tel. No.: +63-974-4222-281

FB Page: BSU- Office of the President



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