



# UNIVERSITY OF SCIENCE AND TECHNOLOGY OF SOUTHERN PHILIPPINES

Alubijid | Balubal | Cagayan de Oro | Claveria | Jasaan | Oroquieta | Panaon | Villanueva

## OFFICE OF THE BIDS AND AWARDS COMMITTEE II

### NOTICE TO PROCEED

July 14, 2025

**MS. NICOLE JOY E. DE LEON**

Authorized Representative  
Rakso Computer Technology, Inc.  
Ricogen Bldg. 112, Aguirre St., Legaspi Village,  
Makati City, Metro Manila


Dear Ms. De Leon:


The attached P.O. CBN0. 25-07-0014 dated July 14, 2025, having been approved, notice is hereby given to Rakso Computer Technology, Inc. that work may commence on the **Third Re-bidding for the Proposed Procurement of the Supply and Delivery of Educational Office License for Digital Transformation Office CY 2025** and shall take effect Seven (7) calendar days before October 01, 2025.

Upon receipt of this notice, you are responsible for performing the services under the terms and conditions of the Agreement and in accordance with the Implementation Schedule. Please coordinate with the *Inspection Officer* for purposes of delivery.

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 of Science and Technology of Southern Philippines (USTP).

Very truly yours,

  
**DR. AMBROSIO B. CULTURA II**  
President, USTP-System

  
Authorized Signature: NICOLE JOY E. DE LEON  
Name of Bidder: Rakso Computer Technology, Inc.  
Date: JULY 21, 2025