



Office of the Chancellor

Cagayan de Oro City

**NOTICE TO PROCEED**

December 30, 2020

**MR. HENIDINO Z. RAMACHO, JR.**  
Authorized Representative  
Hytec Power, Inc.  
No.2 T. Cruz St., Cruzville Subdivision  
Zabarte Road, Novaliches,  
Quezon City, Metro Manila  
Tel Nos.: 0917 – 116 – 2404


Dear Mr. Ramacho:

The attached *Purchase Order No. 20-12-1591* dated December 22, 2020, having been approved, notice is hereby given to *Hytec Power, Inc.* that work may commence on the *Proposed Procurement for the Supply, Delivery and Installation of Distance E-Learning Multiple-User Virtual Classroom to Support Flexible Learning for USTP-CDO* upon receipt of this notice.

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 Mr. Felix V. Saquilayan 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) CDO.

Very truly yours,

  
**ATTY. DIONEL O. ALBINA**  
Chancellor, USTP-CDO

I acknowledge receipt of this Notice on: JAN. 7, 2021  
Name of the Representative of the Bidder: HENIDINO Z. RAMACHO JR  
Authorized Signature: \_\_\_\_\_