



# University of Science and Technology of Southern Philippines

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

Office of the Chancellor

Cagayan de Oro City

## NOTICE TO PROCEED

April 05, 2023

### MS. GRETCHEN JOY V. OYAO

Authorized Representative  
V.S. Tay, Incorporated  
125 Ramon Magsaysay Avenue,  
Davao City, Davao del Sur

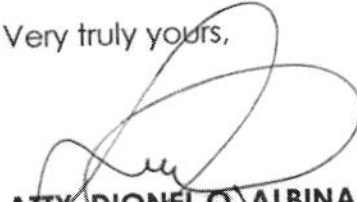
Dear Ms. Oyao:

The attached P.O. No. 23-03-0060 dated March 30, 2023, having been approved, notice is hereby given to V.S. Tay, Incorporated that work may commence on the Re-bidding for the Proposed Procurement of the Supply and Delivery of Common Office Supplies and Equipment for USTP-CDO (1<sup>st</sup> Quarter CY 2023) 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: April 12, 2023  
Name of the Representative of the Bidder: Gretchen Joy V. Oyao  
Authorized Signature: 