



# 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 I

### NOTICE TO PROCEED

February 12, 2026

**MS. BRENDA A. FABREA**

Proprietress  
Mechtronics Trading and Services  
Zone 9, Brgy. Molugan,  
El Salvador City, Misamis Oriental

Dear Ms. Fabrea:

The attached P.O. CBN No. 26-02-0001 dated February 09, 2026, having been approved, notice is hereby given to Mechtronics Trading and Services that work may commence on the Proposed Procurement of the Supply and Delivery of Infrastructure Supplies and Materials for Civil and Sanitary Works at USTP-CDO Campus CY 2026 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 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 Campus

I acknowledge receipt of this Notice on: FEB 19 2026

Name of the Representative of the Bidder: BRENDA A. FABREA

Authorized Signature:

