



University of Science and Technology of Southern Philippines

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

Office of the Chancellor

Cagayan de Oro City

NOTICE TO PROCEED

April 08, 2020

MS. MARILYN M. BAUTISTA

Authorized Representative
Belview Co., Inc.
707 Tiaga cor. Kasipagan Sts.
Barangka Drive, Mandaluyong City
Metro Manila
Tel Nos.: 0920-907-2249

Dear Ms. Bautista:

The attached *Purchase Order No. 20-04-0214* dated April 02, 2020, having been approved, notice is hereby given to *Belview Co., Inc.* that work may commence on the *Proposed Procurement for the Supply and Delivery of Library Books for USTP-CDO (1st Quarter 2020)* 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,

A handwritten signature in black ink, appearing to read 'Dionel O. Albina', is written over a circular scribble.

ATTY. DIONEL O. ALBINA
Chancellor, USTP-CDO

I acknowledge receipt of this Notice on: April 22, 2020
Name of the Representative of the Bidder: Marilyn M. Bautista
Authorized Signature: