



**University of Southeastern Philippines**  
*Office of the President*

**NOTICE TO PROCEED**

May 22, 2018

**MS. DESIREE D. DALDE**  
Authorized Representative  
UNICENTER COMMUNICATIONS  
Door 3, 4 and 5 RMC Building, F. Torres Street  
Barangay 8-A, Davao City  
Tel. No. 082-305-5942, Telefax No. 082-300-9266

Dear **Ms. Dalde**:

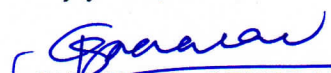
The Contract of Agreement of the project: **Procurement of Computer Sets & Other Accessories for the College of Engineering Instructional use, USEP Obrero Campus, Davao City** with contract ID No. 2018-06/Goods entered between your company and the University of Southeastern Philippines, Obrero Campus, Davao City, having been duly approved and notarized is now ready for implementation.

In view thereof, you are hereby advised to undertake the above project five (5) days after receipt of this Notice.

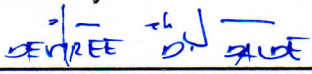
It is understood and expected, that your company shall fully abide with the provisions stipulated in the Contract.

Please acknowledge by signing above your printed name and by indicating the time and date you received this Notice.

Truly yours,

  
**LOURDES C. GENERALAO**  
President

Received by:

  
\_\_\_\_\_  
(Signature over printed name)

Date : JUNE 06, 2018

Cc: BAC Chair : \_\_\_\_\_  
BAC Secretariat : \_\_\_\_\_

Address: University of Southeastern Philippines  
Iñigo St., Bo. Obrero, Davao City  
Philippines 8000

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E-mail: [president@usep.edu.ph](mailto:president@usep.edu.ph)

