



University of Southeastern Philippines  
Office of the President

NOTICE TO PROCEED

August 14, 2018

**ROMEL N. MERENCILIO**  
I.T Supervisor/Authorized Signatory  
**PG Micro World Computers**  
Door 3-2B, Mantex Arcade, Magallanes St., Davao City

Dear Mr. Merencilio:

The Contract of Agreement of the project: **Consolidated Computer Accessories and Consumables for 1<sup>st</sup> Quarter CY 2018, USEP Obrero Campus, Davao City** with contract ID No. 2018-13/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:   
EDUARDO TOMILLANO 9/6/18  
(Signature over printed name)

Date : \_\_\_\_\_

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



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

**NOTICE TO PROCEED**

August 14, 2018

**MR. PAULO B. MANGAHAS**

Account Executive

PHOTOPRO Trading & General Merchandise Co.

Asaje Realty Building, Km. & Lanang, Davao City

Dear Mr. Mangahas:

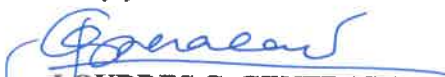
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Truly yours,

  
**LOURDES C. GENERALAO**  
President

Received by

  
**PAULO B. MANGAHAS**  
(Signature over printed name)

Date : 9/7/18

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