



University of Southeastern Philippines
Office of the President

NOTICE TO PROCEED

21 November 2020

MR. OLIVER T. ASNA
General Manager/Owner
Oliv-Air Airconditioning Services
Km.6.5 NSDS Village Matina Pangi Davao City
Email add: olivair_engrg.services@yahoo.com

Dear **Mr. Asna**:

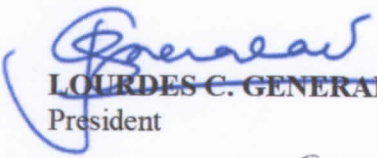
The Contract of Agreement of the project: **Procurement of Air-conditioning Unit with Installation for RDE Building at USEP Mabini Campus** with contract ID No. 2020-03/Goods, entered between your Company and the University of Southeastern Philippines having been duly approved and notarized is now ready 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.

Very truly yours,


LOURDES C. GENERALAO
President

Received by:


OLIVER T. ASNA
(Signature over printed name)

Date : 11-23-20

Cc: BAC Chair

WE BUILD DREAMS WITHOUT LIMITS

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