



University of Southeastern Philippines
Office of the President

NOTICE TO PROCEED

August 14, 2018

MR. ARTHUR GREGORY A. LUI

Corporate Secretary
ECV Office Supplies Warehouse, Inc.
Door 7 & 8 G/F Altavas Tower, Lapu-lapu Street,
Davao City, Tel. Nos.: 082-3007843; 082-305-8163
Fax No.: 082-227-0826

Dear Mr. Lui:

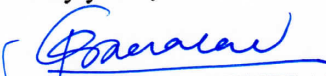
The Contract of Agreement of the project: **Procurement of Consolidated Office Supplies for 1st Quarter CY 2018, USEP Obrero Campus, Davao City** with contract ID No. 2018-14/Goods entered between your company and the University of Southeastern Philippines, Obrero Campus, Davao City, having been duly 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.

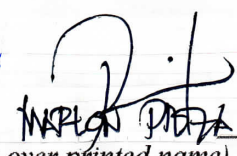
It is understood and expected, that your company shall fully abide with the provisions stipulated in the Contract.

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 : Sep. 17, 2018

Cc: BAC Chair : _____
BAC Secretariat : _____

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Philippines 8000

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