



University of Southeastern Philippines
Office of the President

NOTICE TO PROCEED

February 09, 2021

MS. AMY P. SABLAON

Finance & Administrative Manager
LIBTECH SOURCE PHILIPPINES INC.
Medalle bldg., Fuentes Osmena Capitol Site. Cebu City
Cebu, Region VII, Philippines

Dear **Ms. Sablaon**:

The Contract of Agreement of the project: **Procurement of Educational E-Resources for ULRC of USEP, Obrero Campus, Davao City** with contract ID No. 2020-10/Goods, entered between your Company and the University of Southeastern Philippines, USEP 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.

Very truly yours,


LOURDES C. GENERALAO
President

Received by: **AMY P. SABLAON**
FINANCE & ADMIN MANAGER
LIBTECH SOURCE PHILS., INC.
(Signature over printed name)

Date : **FEBRUARY 10, 2021**

Cc: BAC Chair

WE BUILD DREAMS WITHOUT LIMITS

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Certificate Number: AJA17.1017