



University of Southeastern Philippines  
*Office of the President*

**NOTICE TO PROCEED**

January 27, 2021

**MS. KEYDEE J. VILLENA**  
Authorized Representative  
NOVEAULAB ASIA CORP.  
Unit 55105, DSL Bldg. # 380 Del Monte Ave. Quezon City  
1105, Philippines, Email address: infor@noveaulab.com

Dear Ms. Villena:

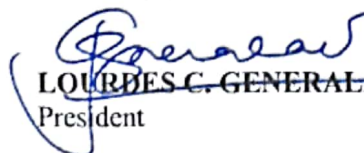
The Contract of Agreement of the project: **Procurement of laboratory Equipment for USEP-HRC-Agritech Center (UHAC) at USEP-Mabini Campus** with contract ID No. 2020-09/Goods, entered between your Company and the University of Southeastern Philippines, USEP Davao City, having been duly approved and notarized 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:   
**KEYDEE J. VILLENA**

(Signature over printed name)

Date : 01/28/2021

Cc: BAC Chair

**WE BUILD DREAMS WITHOUT LIMITS**

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