



University of Southeastern Philippines
Office of the President

NOTICE TO PROCEED

11 March, 2019

MS. EDELYN C. MOLINA
Corporate Sales Executive
ULTRIUM CORPORATION
857 Sobrecarey St., Bo. Obrero Davao City

Dear Ms. Molina:

The Contract of Agreement of the project: **Procurement of Consolidated ICT office equipment & materials, USEP Obrero Campus, Davao City** with contract ID No. 2018-28/Goods (**Rebid**) 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,

A handwritten signature in blue ink, appearing to read 'Generalao', is written over a blue checkmark.

LOURDES C. GENERALAO
President

Received by:

A handwritten signature in black ink, appearing to read 'Edelyn C. Molina', is written over a horizontal line.

(Signature over printed name)

Date

: 30 APR 2019

Cc: BAC Chair :

BAC Secretariat :