



email sent
2/11/25

OFFICE OF THE UNIVERSITY PRESIDENT

MS. ROSA MARIA T. SARRATE

Managing Partner

RMTS (RELIABLE MODERN TOOLS SUPPLY) CO. LTD.

2F RPJ Bldg., Lot 2C Southcoast Industrial Estate,

Gov. Drive, Bancal, Carmona, Cavite

SUBJECT: NOTICE TO PROCEED

Dear Ms. Sarrate:

This Notice to proceed is hereby given to your company with the attached purchase order having been approved with the following details:

Reference No.	: SVP-2024-218
Contract Title	: PROCUREMENT OF AIR PURIFIER
Purchase Order No.	: 2025-02-012
Contract Amount	: PhP 76,000.00
Delivery Period	: 30 calendar days upon receipt of NTP

Upon receipt of this notice, you are responsible for performing the services under the terms and conditions of the purchase order and in accordance with the implementing schedule.

Further, you are requested to coordinate with the **Procurement Management Office** with contact no. 320-7190 loc.125 for instructions prior to the delivery of the said project.

Please acknowledge receipt and acceptance of this notice by signing both copies on the space provided below. Keep one copy and return the other to the office of the undersigned.

Very truly yours,

GABRIEL M. SALISTRE JR., PEE, DIT
SUC President III

I acknowledge receipt of this Notice on: 19 MAR 2025

Name of Representative of the Bidder: Rosa Maria T. Sarrate

Authorized Signature: [Signature]