



Republic of the Philippines
Iloilo Science and Technology University
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OFFICE OF THE UNIVERSITY PRESIDENT

MR. CARLO JOHN G. AGOCEJOS
 Authorized Representative
 COPYLANDIA OFFICE SYSTEMS CORPORATION
 Unit 9, Two Lorton Bldg., Quezon St.,
 Brgy. Kauswagan, Iloilo City

SUBJECT: NOTICE TO PROCEED

Dear Sir:

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

Reference No. : **ISAT U GOODS 2024-01-001**
 Project Title : **PROCUREMENT OF DESKTOP COMPUTER & FULL COLOR PHOTOCOPIER PRINTER AND SCANNER FOR CAS-EPA**
 Purchase Order No. : **2024-02-080**
 Contract Amount : **PhP 498,370.00**
 Delivery Period : **60 calendar days upon receipt of PO**

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: MAR 05 2024

Name of Representative of the Bidder: CARLO JOHN AGOCEJOS

Authorized Signature: _____

Love2024

