



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

MS. MERCY D. MATIĆ
 Head, Sales Department
 PANORAMA PRINTING, INC.
 Cor. Simon Ledesma - Lopez St.,
 Jaro, Iloilo City

SUBJECT: NOTICE TO PROCEED

Dear Ms. Matić

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-2024-001
Contract Title	:	PRINTING OF THE SIGNAL 2ND ISSUE MAGAZINE
Job/Purchase Order No.	:	2024-02-061
Contract Amount	:	PhP 80,800.00
Delivery Period/Contract Duration	:	10 Calendar days after approval of the final lay-out

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: 2-20-24

Name of Representative of the Bidder: Mercy D. Matić

Authorized Signature: [Signature]

Love2024

