



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

**MS. LEONORA G. CABALLA**

Owner  
 STARLAB MEDICAL AND SCIENTIFIC APPARATUS SUPPLY  
 Blk 1 Lot 7 Calmito Road Ext., Justinville Subd.,  
 Bacoor City, Cavite

**SUBJECT: NOTICE TO PROCEED**

**Dear Ms. Caballa:**

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-2024-092
Project Title	:	PROCUREMENT OF WHATMAN FILTER PAPER AND OTHER LABORATORY SUPPLY (ITEM NOS. 7, 10, 13, 14, 21, 23 & 28)
Purchase Order No.	:	2024-05-147
Contract Amount	:	PhP 21,700.00
Delivery Period	:	30 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: June 09, 2024

Name of Representative of the Bidder: Emily L. Mananala

Authorized Signature: [Signature]

