



OFFICE OF THE UNIVERSITY PRESIDENT

MS. AMY SABLAON-MAGO

Authorized Representative
LIBTECH SOURCE PHILIPPINES, INC
Unit 32 Floor Eight One Eight Bldg.,
Arnaiz Road, San Lorenzo Village, Makati City

SUBJECT: NOTICE TO PROCEED

Dear Ms. Mago:

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

Reference No.	: DRP-2025-09
Project Title	: PROCUREMENT OF ONLINE DATABASE SUBSCRIPTION IEEE
Purchase Order No.	: 2025-05-077
Contract Amount	: PhP 424,626.00
Delivery Period/Contract Duration	: 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: MAY 26 2025

Name of Representative of the Bidder: AMY SABLAON-MAGO

Authorized Signature: _____