



OFFICE OF THE UNIVERSITY PRESIDENT

MR. ELVIN S. TEVES

Authorized Representative
LABOTECH TRADING
No. 8 San Antonio Avenue, SAV 1,
San Antonio, Parañaque City

SUBJECT: NOTICE TO PROCEED

Dear Mr. Teves:

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

Reference No.	:	ISAT U GOODS-2025-01-003
Contract Title	:	PROCUREMENT OF SCIENTIFIC EQUIPMENT FOR CHEMISTRY – EPA (LOT 2)
Contract No.	:	2025-01-004
Contract Amount	:	PhP 145,940.00
Delivery Period	:	60 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 contract agreement 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 23 2025

Name of Representative of the Bidder: Elvin S. Teves

Authorized Signature: _____