



Republic of the Philippines
CEBU NORMAL UNIVERSITY
Osmeña Blvd. Cebu City, 6000 Philippines

Office of the Bids and Awards Committee
Telephone No.: (+63 32) 254 1452 local 141 or 125
Email: ajsancajas95@yahoo.com; cnubacsec@gmail.com

NOTICE TO PROCEED

December 4, 2018

RICHIEL ESPARCIA
Sales and Marketing Officer
OfficeBox Enterprises
Tipolo Square, Tipolo
Mandaue City


Sir:

The attached Contract Agreement/Purchase Order having been approved, notice is hereby given to **Officebox Enterprises**, that delivery may proceed on the project Procurement of One Lot IT Supplies and Consumables (4th Quarter) of Cebu Normal University with Bid No. 18-09-1027 effective upon receipt of this notice.

You are responsible for performing the services under the terms and conditions of the Agreement and in accordance with the Implementation Schedule.

Please acknowledge receipt and acceptance of this notice by signing both copies in the space provided below. Keep one copy and return the other to Cebu Normal University.

Very truly yours,


FILOMENA T. DAYAGBIL, Ed. D.
SUC President III

I acknowledge receipt of this Notice on

DEC. 05, 2018

Name of the Representative of the Bidder:

RICHIEL ESPARCIA

Authorized Signature:

