



OFFICE OF THE PRESIDENT

NOTICE TO PROCEED

September 14, 2021

MS. LOVELY CORAZON D. PASCUAL

Owner

COSASDEOFICINA TRADING

Unit 206 #272 Malapantao St., Brgy. Barangka
 Itaas, Mandaluyong City

Dear Manager

In accordance with the duly signed and notarized Contract Agreement, this Notice to Proceed effective **16th day of September 2021** is hereby issued to implement the provision of the said Contract.

You shall execute the contract works for the **Supply and Delivery of Materials and Labor for the Installation of Exhaust Fan & Alcohol Dispenser Under the BASC Retrofitting of Academic Classrooms & Laboratories in the New Normal for Main Campus** by the terms and conditions of the Contract Agreement.

Please acknowledge receipt of the Contract Agreement and acceptance of this Notice by signing both copies hereof

Very truly yours,

JAMESON H. TAN, Ed.D.
 SUC President III

I acknowledge receipt of the Notice to Proceed on

SEPT. 14, 2021

LOVELY CORAZON PASCUAL
LOVELY CORAZON PASCUAL

Sign over printed name

SOLE PROPRIETOR

Position

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