

NOTICE TO PROCEED

October 6, 2023

**Philcopy Corporation**  
793 J.P. Rizal Avenue, Makati City

Through: **Wilson Reyes**  
*Authorized Representative*

Sir/Ma'am,

This is to inform you that the Contract for the implementation of the project **P.R. No. MC02023-08-729 – Supply and Delivery of (2) ID Printers and Consumables for BPSU Employees and Students - Lot 1** has been approved.

Accordingly, you are hereby directed to commence the work in accordance with the terms and conditions as stipulated in the Contract and Implementation Schedule, and that the date of commencement shall not be later than seven (7) calendar days after the receipt of this letter.

The time of completion shall be **Fifteen (15) calendar days** from either the date occurring seven (7) calendar days after your receipt of this letter or your notified intended date for commencement of work, whichever occurs sooner.


Your written acknowledgement of receipt and acceptance of this notice, together with your advice on your intended date of commencement of the work are requested by return, through signature of your authorized representative in the space indicated below.

Recommending for Approval;

  
**Prof. Joerald M. Gadia**  
VP in Admin. And Finance

Approved By;

  
**Dr. Ruby B. Santos-Matibag**  
University President

I acknowledge receipt on this Notice on	<u>10/06/23</u>
Name of the Representative of the Bidder	<u>Wilson Reyes</u>
Designation	<u>Major Accounts Manager</u>
Authorized Signature	

**Philcopy Corporation**, hereby notify **Bataan Peninsula State University** that the commencement of the project is on 11<sup>th</sup> day of October 2023.

Our Vision

*An inclusive and sustainable University recognized for its global and academic excellence by 2030.*

Our Mission

*To develop innovative leaders and empowered communities by delivering transformative instruction, research, extension and production through Change Drivers and responsive policies.*