



ISO 9001: 2015  
SOCOTEC SCP000722Q

REPUBLIC OF THE PHILIPPINES  
**BICOL UNIVERSITY**

Legazpi City

Email: bu-vpaf@bicol-u.edu.ph

**MANILA OFFICE:**

No. 4 Lopez St., M. H. del Pilar, Roosevelt Ave.  
Quezon City, Manila, Philippines

Telefax: (02) 921-1586



## NOTICE TO PROCEED

June 16, 2025

**MA. SHYLA Y. REBUA**

Authorized Representative

**A4R ENTERPRISES**

Jose Rubio Bldg., Rizal St., Purok 5,  
Barangay Bañag, Daraga, Albay

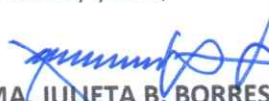
Dear Madam:

The attached Purchase Order having been approved, notice is hereby given to **A4R ENTERPRISES** that performance on the *Purchase of Electrical Supplies to be used in the University Library System and Offices* in the amount of **Seventy-Eight Thousand and 00/100 Pesos (Php78,000.00)**, shall commence effective on the date of receipt of this Notice.


Upon receipt of this notice, you are responsible for performing the services under the terms and conditions provided in the Contract and in accordance with the Schedule Requirements.

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 Bicol University.

Sincerely yours,

  
**MA. JULIETA B. BORRES**  
VP for Academic Affairs

Received by:

  
(Signature above printed name)

  
(Date and Time of Receipt)

\*Kindly email to sender to acknowledge the receipt