



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 18, 2025

TERESITA R. NOTA

Authorized Representative

BICOL FOOD DELIGHTS CATERING SERVICES

P-2, Barriada, Gogon, Legazpi City

Dear **Madam**:

The attached Letter Order having been approved, notice is hereby given to **BICOL FOOD DELIGHTS CATERING SERVICES** that performance on the **Provision of Catering Services for the 56th Charter Day of Bicol University 2025** in the amount of **Three Hundred Eighty-Three Thousand One Hundred Twenty-Five (Php383,125.00)**, 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,

CYRUS A. BARRAMEDA
VP for Admin. & Finance

Received by: 
Leticia C. Morade, LPT
License No. 1510541
Admin Assistant

(Signature above printed name)


(Date and Time of Receipt)

*Kindly email to sender to acknowledge the receipt