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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



BAGONG PILIPINAS

## NOTICE TO PROCEED

May 5, 2025

**JACKY R. LIM**

Authorized Representative

**BODEGA ENTREPRISES**

Talisay, Sorsogon City

Dear Madam:

The attached Purchase Order having been approved, notice is hereby given to **BODEGA ENTREPRISES** that performance on the Purchase of 40 pieces Ergonomic Chairs for use at the BU University Library in the amount of *Sixty-Eight Thousand 00/100 Pesos (Php68,000.00)*, shall commence effective on *the date of receipt of this Notice*.

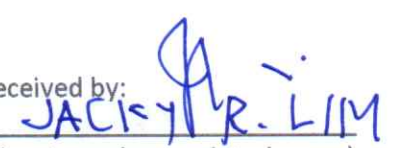
Upon receipt of this notice, you are responsible for performing the services under the terms and conditions provided in the Contract and in accordance with the Schedule Requirements.

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, Ph. D**  
VP for Academic Affairs

Received by:

  
(Signature above printed name)

  
(Date and Time of Receipt)

\*Kindly email to sender to acknowledge the receipt