



Republic of the Philippines
Iloilo Science and Technology University
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OFFICE OF THE UNIVERSITY PRESIDENT

MS. LEHLANI PEÑA

Owner
 ILOILO EAST EMPIRE MERCHANDISING, INC.
 Jose Ong Tang Bldg., Delgado, Liberation
 Iloilo City

SUBJECT: NOTICE TO PROCEED

Dear Madam:

This Notice to proceed is hereby given to your company with the attached purchase order having been approved with the following details:

Reference No.	:	SVP-2024-139
Contract Title	:	PROCUREMENT OF REFRIGERANT GAS
Purchase Order No.	:	2024-07-191
Contract Amount	:	PhP 131,820.00
Delivery Period	:	15 calendar days upon receipt of PO

Upon receipt of this notice, you are responsible for performing the services under the terms and conditions of the purchase order and in accordance with the implementing schedule.

Further, you are requested to coordinate with the **Procurement Management Office** with contact no. 320-7190 loc.125 for instructions prior to the delivery of the said project.

Please acknowledge receipt and acceptance of this notice by signing both copies on the space provided below. Keep one copy and return the other to the office of the undersigned.

Very truly yours,

GABRIEL M. SALISTRE JR., PEE, DIT
 SUC President III

29 JUL 2024

I acknowledge receipt of this Notice on: _____

Name of Representative of the Bidder: Lehlani Peña

Authorized Signature: _____

