



Republic of the Philippines
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OFFICE OF THE UNIVERSITY PRESIDENT

MS. AMY SABLAON-MAGO

Finance and Administrative Manager
 LIBTECH SOURCE PHILIPPINES INC.
 Unit 3, 2nd Flr. 818 Building Arnaiz Ave,
 San Lorenzo, Makati City

SUBJECT: NOTICE TO PROCEED

Dear Ms. Mago:

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

Reference No.	:	DC-2024-09
Contract Title	:	PROCUREMENT OF ONLINE JOURNAL SUBSCRIPTION (RENEWAL)
Contract No.	:	2024-06-026
Contract Amount	:	PhP 293,109.00
Delivery Period	:	30 calendar days

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

04 JUL 2024

I acknowledge receipt of this Notice on: _____

Name of Representative of the Bidder: AMY SABLAON-MAGO

Authorized Signature: _____

