



ISO 9001: 2015
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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



NOTICE TO PROCEED

December 11, 2024

MARISCE V. PEÑA

Authorized Representative

AVP CATERING SERVICES

Imelda Rocas Ave., Cabangan West,
Legazpi City

Dear Madam:

The attached Contract Agreement having been approved, notice is hereby given to **AVP CATERING SERVICES** that performance on the **PROVISION OF CATERING SERVICES DURING THE BUGASS YEAR-END ASSESSMENT AND PLANNING FOR 2025 ON DECEMBER 18, 2024** in the amount of **ONE HUNDRED FIFTY-NINE THOUSAND FIVE HUNDRED & 00/100 PESOS ONLY (Php159,500.00)**, 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 Administration and Finance

Received by:

(Signature above printed name)

Date and Time of Receipt)

*Kindly email to sender to acknowledge the receipt