



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



BAGONG PILIPINAS

NOTICE TO PROCEED

June 26, 2025

EMILY B. REGNO

Authorized Representative

J & E PRINTING PRESS

Rizal St., Legazpi City

Dear **Madam**:

The attached Letter Order having been approved, notice is hereby given to **J & E PRINTING PRESS** that performance on the ***Provision of Labor and Materials for the Photocopying/Printing, Cutting and Padding of BULS Official Forms*** in the amount of ***One Hundred Forty-Two Thousand Six Hundred Twenty and 00/100 Pesos (Php142,620.00)***, 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 the Bicol University.

Sincerely yours,

CYRUS A. BARRAMEDA
VP for Admin. & Finance

Received by:

Joseph B. Regno
(Signature above printed name)

07-22-25

Date and Time of Receipt)

*Kindly email to sender to acknowledge receipt