

ISO 9001: 2015  
SOCOTEC SCP000/22Q

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

December 17, 2025

**MARISCE V. PEÑA**

Authorized Representative

**A.V.P. CATERING SERVICES**

Imelda Roces Ave., Cabangan West,  
Legazpi City

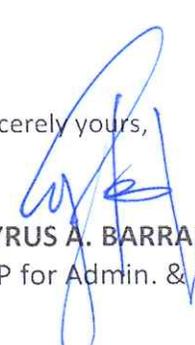
Dear Madam:

The attached Letter Order having been approved, notice is hereby given to **A.V.P. CATERING SERVICES** that performance on the **Provision of Catering Services for the Procurement Management Office (PRMO) and University Bids and Awards Committee (BAC) Year End Assessment on December 18, 2025** in the amount of **Seventy-Two Thousand and 00/100 Pesos Only (Php72,000.00)**, shall commence effective on *the date of receipt of this Notice*.

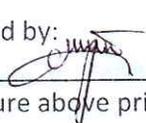
Upon receipt of this notice, you are responsible for performing the services under the terms and conditions provided in the Contract and in accordance with the Schedule Requirements.

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,

  
**CYRUS A. BARRAMEDA**  
VP for Admin. & Finance

Received by:

  
(Signature above printed name)

12/17/25  
(Date and Time of Receipt)

\*Kindly email to sender to acknowledge the receipt