



**Mindoro State University**  
Victoria, Oriental Mindoro 5205 Philippines

E-mail: mnsctmainop@gmail.com  
Website: www.minscat.edu.ph  
Phone: +63 977 846 72 28

## NOTICE TO PROCEED

**MR. LUIS SAN JUAN**  
Authorized Representative  
**PHILIPPINE DUPLICATORS, INC.**  
Ccc Bldg. KM 14 West Service Road  
Edison Ave., Brgy. Merville,  
Parañaque City

**Sir:**

The attached Purchase Order having been approved, notice is hereby given to **Philippine Duplicators, Inc.** that work may commence on the project "**Purchase of Office Equipment in Victoria, Calapan and Bongabong Campuses Lot 1- Office Printing Equipment**", effective five (5) days after the receipt of this notice.

Upon receipt of this notice, you are responsible for performing the supply and delivery under terms and conditions of the Agreement and in accordance with the Implementation Schedule.

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 **Mindoro State University**.

Very truly yours,

**MINSU BOARD OF REGENTS**  
Head of the Procuring Entity

By the Authority of the Board of Regents:  
As per BOR Resolution No. 37, Series of 2022  
Approved on June 17, 2022

  
**LEVY B. ARAGO, JR., Ph.D.**  
University President

I acknowledge receipt of this Notice on : \_\_\_\_\_

Name of the Representative of the Bidder: LUIS SAN JUAN  
Authorized Signature: \_\_\_\_\_