



Republic of the Philippines
BULACAN STATE UNIVERSITY
City of Malolos, Bulacan

OFFICE OF THE PRESIDENT

NOTICE TO PROCEED

___ December, 2023

Mr. MARCELO M. DELFIN III

Authorized Representative

QUARTZ BUSINESS PRODUCTS CORPORATION

15th Floor Capital House, 9th Avenue cor.

34th St., Bonifacio Global City, Taguig City

Dear Mr. Delfin:

The attached Contract Agreement having been approved, notice is hereby given to **QUARTZ BUSINESS PRODUCTS CORPORATION** that performance on the **SUPPLY AND DELIVERY OF DESKTOP COMPUTERS FOR BULACAN STATE UNIVERSITY (G-2023-31)**, 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 of the Agreement and Purchase Order and in accordance with the Delivery 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 **BULACAN STATE UNIVERSITY**.

Very truly yours,


TEODY C. SAN ANDRES, Ph.D.
President

I acknowledge receipt of this notice on

DECEMBER 27, 2023
(Date received)

Name of the Bidder or representative

MARCELO M. DELFIN III

Authorized Signature:



(Kindly acknowledge receipt by signing on the space provided and e-mail the same to bulsu.bac2secretariat@bulsu.edu.ph)