



Republic of the Philippines
PAMANTASAN NG LUNGSOD NG MAYNILA
(University of the City of Manila)
Intramuros, Manila



**OFFICE OF THE VICE-PRESIDENT
FOR ADMINISTRATION**

Mr. BENJAMIN A. OLLETA, JR.

General Manager
Primegoods Trading and Electrical Supply Company
38-1 Caimito Road, Brgy. 79,
University Hills, Caloocan City

NOTICE TO PROCEED

Dear Mr. Olleta:

In view of the approval of the attached Contract Agreement, notice is hereby given to **PRIMEGOODS TRADING AND ELECTRICAL SUPPLY COMPANY** that contract implementation on the **Purchase of Oscillating and Ventilating Fan Including Ducting and Electrical Materials – Negotiated Procurement after Two-Failed Biddings** shall commence within **Seven (7)** calendar days from receipt of this Notice.

Upon receipt of this notice, you are responsible in performing the services required under the terms and conditions of the said Agreement and in accordance with the Implementation Schedule provided.

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 **PAMANTASAN NG LUNGSOD NG MAYNILA.**

Very truly yours,

(Sgd.)

Mr. CARMELO B. DELA CRUZ
Vice-President for Administration

I acknowledge receipt of this Notice on _____ (date of receipt)

Name of the Representative of the Bidder: _____

Authorized Signature: _____