



Republic of the Philippines
TARLAC STATE UNIVERSITY
Romulo Blvd., San Vicente, Tarlac City
Telefax: (045) 606-8110 Local 157/142
Website: www.tsu.edu.ph

NOTICE TO PROCEED

March 31, 2026

Mr. MARK KEVIN M. SANTOS
Account Executive
PHILIPPINE DUPLICATORS INC.
KM 14 West Service Road, Edison Ave., Parañaque City, Metro Manila

Dear Mr. Santos,

The attached Contract Agreement having been approved, notice is hereby given to **PHILIPPINE DUPLICATORS INC.** that work may proceed on the **Supply and Delivery of Office Devices, Tools, Appliance and Equipment (EPA 2026)** effective upon receipt hereof.

Upon receipt of this notice, you are responsible for the completion of the project under the 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 Contract Management Section of the Procurement Unit of Tarlac State University.

Very truly yours,


DR. ARNOLD E. VELASCO
President

I acknowledge receipt of this Notice on _____

Name of the Representative of the Bidder: _____

Authorized Signature:  _____

3-31-26