



Republic of the Philippines  
**TARLAC STATE UNIVERSITY**  
 Romulo Blvd., San Vicente, Tarlac City  
 Telefax: (045) 606-8142  
 Website: www.tsu.edu.ph

**NOTICE TO PROCEED**

September 6, 2024

**Ms. DAISY M. VILLAFUERTE**  
 Manager, Sales & Logistics  
**UP-TOWN INDUSTRIAL SALES, INC.**  
 Up-Town Bldg., 56-58 Madison St.,  
 1544 Mandaluyong City

Dear Ms. Villafuerte:

The attached Contract Agreement having been approved, notice is hereby given to **UP-TOWN INDUSTRIAL SALES, INC.** that work may proceed on the **Supply and Delivery of Hardware Supplies and Materials (APP 2024-1<sup>st</sup> Quarter)** 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

SEP 10 2024

I acknowledge receipt of this Notice on

Name of the Representative of the Bidder:

**DAISY M. VILLAFUERTE**  
**MANAGER-SALES & LOGISTICS**

Authorized Signature: \_\_\_\_\_

*[Handwritten Signature]*