



Republic of the Philippines

KALINGA STATE UNIVERSITY

Bulanao, Tabuk City, Kalinga 3800

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October 19, 2023



ANDREW FORD T. PALATAN

Authorized Representative/ Sales Manager

GENESIS AUTO CORPORATION

KM 108 Maharlika Highway Sumacab Este 3100

Cabanatuan City, Nueva Ecija

Subject: **NOTICE TO PROCEED**

Dear Mr. Palatan:

The attached **Contract Agreement**, bearing Purchase Order No.: **2023-10-0869**, has been approved. Notice is hereby given to **GENESIS AUTO CORPORATION** that delivery may commence on the **PURCHASE OF ONE (1) UNIT COASTER VEHICLE (MINI-BUS) FOR KALINGA STATE UNIVERSITY- SECOND BIDDING**, effective today- October 19, 2023, or after acknowledging receipt of this notice.

Contract Effectivity	:	October 19, 2023
Contract Duration	:	Ninety Calendar Days (90 cd)
Contract Expiry	:	January 17, 2024

Upon receipt of this notice, you are responsible for performing the services under the terms and conditions of the Contract Agreement 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 **Kalinga State University-Main Campus, National Highway, Purok 6, Bulanao, Tabuk City, Kalinga**.

Very truly yours,

EDUARDO T. BAGTANG, CPA, DBM
University President

I acknowledge receipt of this Notice on OCTOBER 23, 2023
Name of the Bidder or its Authorized Representative: ANDREW FORD T. PALATAN
Authorized Signature: _____