



Republic of the Philippines
TARLAC STATE UNIVERSITY
Romulo Blvd., San Vicente, Tarlac City
Telefax: (045) 606-8142/606-8157
Website: www.tsu.edu.ph

NOTICE TO PROCEED

February 20, 2025

Ms. GEMMA T. PENITON
Corporate Secretary
SUNTAWOOD HOME AND OFFICE INC.
Blk 1, Lot 7, Unit C&D, Zabarte Road,
Brgy. 177, Camarin, Caloocan City

Dear Ms. Peniton,

The attached Contract Agreement having been approved, notice is hereby given to **SUNTAWOOD HOME AND OFFICE INC.** that work may proceed on the **Supply and Delivery of Furniture and Fixtures (APP 2024)** 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 2-21-25

Name of the Representative of the Bidder: GEMMA T. PENITON

Authorized Signature: [Signature]