



Republic of the Philippines

SURIGAO DEL NORTE STATE UNIVERSITY



NOTICE TO PROCEED

September 29, 2025

MS. SHELLA MAE T. BICLAR
Authorized Representative
RED GUTZ TRADING
Unit 207 Jocfer Building, Commonwealth
Avenue, Diliman, Quezon City

Ma'am:

The attached Contract of Agreement having been approved, notice is hereby given to **RED GUTZ TRADING** that performance on the **SUPPLY AND DELIVERY OF TABLES WITH CHAIRS AND CABINETS (LOT 2 - Reagent Cabinet/Safety (Chemicals) Storage Cabinet/Biological Safety Cabinet)** under **PB No. 25-06-0020** (Public Bidding) at a Contract Price equivalent to **Two Million Six Hundred Fifty-Eight Thousand Eight Hundred Sixty-Two Pesos (P 2,658,862.00)** shall commence effectively on the date of receipt of this Notice.

Upon receipt of this notice, you are responsible for performing the contract for the said project with a delivery period of **Forty-Five (45) calendar days** only.

Please acknowledge receipt and acceptance of this notice by signing in the space provided below. Keep one copy and return the other to **Surigao Del Norte State University, Surigao City**.

Very truly yours,

ROWENA A. PLANDO, Ph.D.
University President

Conforme:

MS. SHELLA MAE T. BICLAR
Authorized Representative
RED GUTZ TRADING

Received by: SHELLA MAE BICLAR
Designation: ACCOUNTS EXECUTIVE
Date: SEPTEMBER 29, 2025

