



**Office of the University President**

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**NOTICE TO PROCEED**

May 2, 2023

**KAKING N. SY**  
Manager  
Trimax Computer Supplies and General Merchandise  
18th Cherry Court Room 101  
General Maxilom Avenue  
Cebu City

**Sir:**

The attached Contract Agreement/Purchase Order having been approved, notice is hereby given to **Trimax Computer Supplies and General Merchandise**, that delivery may proceed on the **Procurement of One Lot Office Supplies (1st Quarter)** with **Bid No. 23-01-002** effective upon receipt of this notice.

You are responsible for performing the services 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 Cebu Normal University.

Very truly yours,

**Dr. FILOMENA T. DAYAGBIL**  
Officer-in-Charge  
Office of the University President

I acknowledge receipt of this Notice on

MAY 3, 2023

Name of the Representative of the Bidder:

KAKING SY

Authorized Signature:



Registration No. 52Q18778

Certification Date: 1 February 2021  
Recertification due date: 24 January 2024  
For verification of the certificate please access [www.gcl-intl.com](http://www.gcl-intl.com) (Certification check and type the registration number)

