



# ROMBLON STATE UNIVERSITY

## BIDS AND AWARDS COMMITTEE

Community Outreach Center, RSU-Main Campus, Liwanag, Odiangan, Romblon 5505  
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### NOTICE TO PROCEED

24 August 2023

**MR. ZYRUS C. GALINDEZ**

Owner  
ZY Trading  
National Road, Poblacion, Alcantara, Romblon

Dear **Mr. Galindez:**

In view of the approval of the pertinent CONTRACT OF AGREEMENT, the Notice to Proceed is hereby issued to commence the project described below:

|                                |   |
|--------------------------------|---|
| <b>Project Title</b>           | : Procurement of Office Supplies for Romblon State University |
| <b>Solicitation No.</b>        | : RSU-2023-06-058   |
| <b>Date of Opening of Bids</b> | : 25 July 2023  |
| <b>ABC</b>                     | : PhP930,400.00   |
| <b>Contract Amount</b>         | : PhP867,725.00   |

Upon receipt of this notice, you are responsible for the supply and delivery of goods under the terms and conditions stipulated in the agreement and in accordance with the implementation schedule.

Please acknowledge receipt and acceptance of this notice and signify your conformity by affixing your signature on the appropriate space provided below.

Very truly yours,

  
**MERIAN P. CATAJAY-MANI, Ed.D., CESE**  
University President

Conforme:

**MR. ZYRUS C. GALINDEZ**

Owner  
ZY Trading

Date: \_\_\_\_\_

#### RSU Vision

A research-based academic institution committed to excellence and service in nurturing globally competitive workforce towards sustainable development.

#### RSU Mission

Romblon State University shall nurture an academic environment that provides advanced education, higher technological and professional instruction and technical expertise in agriculture and fisheries, forestry, engineering and technology, education, humanities, sciences and other relevant fields of study and collaborate with other institutions and communities through responsive, relevant and research-based extension services.

#### RSU Quality Policy

Romblon State University commits to provide higher education through quality instruction, research, production, and communitybased extension services that meet or exceed the requirements and expectations of the university's stakeholders. It will comply with international standards, applicable statutory and regulatory requirements, and continually improve the Quality Management System's effectiveness through periodic monitoring and evaluation toward sustained remarkable outcomes.

#### RSU Core Values

Stewardship  
Competence  
Resilience  
Integrity  
Balance  
Excellence  
Service

These Core Values serve as our guiding principle in our efforts to make ROMBLON STATE UNIVERSITY a recognized HEI in the region and beyond.