



# ROMBLON STATE UNIVERSITY

## BIDS AND AWARDS COMMITTEE

Community Outreach Center, RSU-Main Campus, Liwanag, Odiongan, Romblon 5505  
Telephone: (042) 567-5952  
Email: bac@rsu.edu.ph  
Website: rsu.edu.ph



Management System  
ISO 9001:2015  
www.tuv.com  
ID: 900018803



### NOTICE TO PROCEED

#### 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 community-based 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.

26 April 2024

#### MR. ZYRUS C. GALINDEZ

Owner  
ZY Trading  
National Road, Poblacion, Alcantara, Romblon

Dear **Mr. Galindez:**

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

<b>Project Title</b>	: Supply and Delivery of Office and ICT Equipment for Romblon State University
<b>Solicitation No.</b>	: RSU-2024-03-028
<b>Date of Opening of Bids</b>	: 25 March 2024
<b>ABC</b>	: PhP828,990.00
<b>Contract Amount</b>	: PhP698,700.00

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: 04/26/2024