



**ROMBLON STATE UNIVERSITY**  
**PROCUREMENT MANAGEMENT OFFICE**

Community Outreach Center, RSU-Main Campus, Liwanag, Odiongan, Romblon 5505  
 Email: procurement@rsu.edu.ph  
 Website: rsu.edu.ph



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



**NOTICE TO PROCEED**

December 2, 2024

**MARY GRACE B. ELUNA**  
 Marketing and Sales Associate  
 CD TECHNOLOGIES ASIA, INC.  
 No. 10 San Roque Street, Barangay. Kapitolyo, Pasig City 1603  
 003-872-096-00000

Madam:

With the attached PURCHASE ORDER, the notice to proceed is hereby given to commence on the Project.

**Purchase Order:** 24-11-0086  
**P.O Date:** November 29, 2024  
**Contract Price:** PhP75,600.00  
**Project Title:** Subscription of Digital Philippine Legal Information Database for Learning Resource Center of Romblon State University

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 copies of the space provided below.

Very truly yours,

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

Conforme:

  
**MARY GRACE B. ELUNA**  
 Marketing and Sales Associate  
 CD TECHNOLOGIES ASIA, INC.

Date: December 2, 2024

*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.*