



## NOTICE TO PROCEED

November 4, 2020

**HERRY E. BASAÑEZ**

Authorized Representative  
Metro Coolaire Trading Corporation  
B2 L2 Westfield Homes Subd. Iponan  
Cagayan de Oro City

Sir:

Greetings!

The attached Contract Agreement having been approved, notice is hereby given to **Metro Coolaire Trading Corporation**, that work may proceed on the **Provision of Cool Ventilation for the Construction/ Completion of the State-of-the Art University Library**, effective on November 5, 2020.

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.

Thank you and Godspeed!

Very truly yours

**ANTHONY M. PENASO, Ph.D.**  
University President

I acknowledge receipt of this Notice on NOV 05 2020

Name of the Representative of the Bidder: HERRY E. BASAÑEZ

Authorized Signature:

Office of the Bids and Awards Committee

Caraga State University  
Ampayon, Butuan City 8600, Philippines  
Phone: 09171697400