

OFFICE OF THE GOVERNOR

**NOTICE TO PROCEED**

Y. UP. (011-194)  
B/K/A

July 19, 2021

**MR. JOSE FRANCISCO A. ASOY**  
Representative  
**COPYLANDIA OFFICE SYSTEMS CORP.**  
0370, CPG North Avenue, Cogon District  
Tagbilaran City

Dear Mr. Asoy:

Please be informed that the attached **Purchase Order No. 2021-288** dated **July 16, 2021** has been approved. Notice is hereby given to immediately deliver the items enumerated herein within **TWENTY (20) DAYS** upon receipt of this notice at, **GOVERNOR'S OFFICE, NEW CAPITOL SITE, TAGBILARAN CITY, BOHOL.**

In view thereof, you shall be responsible for performing the delivery of items & services under the terms and conditions of the Purchase Order and in accordance with the Implementation Schedule.

Please acknowledge receipt and acceptance of this notice and be guided accordingly.

Very truly yours,

**ATTY. ARTHUR C. YAP**  
Governor  
Province of Bohol

BY THE AUTHORITY OF THE GOVERNOR

*Kleza*  
**ATTY. KATHYRIN FE D. PIOQUINTO**  
Provincial Administrator

Date Approved: 09 AUG 2021

Date Release to Supplier: AUG 12 2021  
**101211252**

Date Returned by the Supplier: \_\_\_\_\_

*Ramon S. Sarsos*  
Authorized Signature  
(Name of the Representative of the Bidder)  
*Ramon h. Sarsos*  
Authorized Signature  
(Name of the Representative of the Bidder)