



Republic of the Philippines
North Eastern Mindanao State University

MEMORANDUM FROM THE OFFICE OF THE PRESIDENT
No. 12-013, s. 2024



TO: **Abundio C. Miralles, EdD** - **VPAF**
Ma. Lady Sol A. Suazo, PhD - **VPAA**
Rolly G. Salvaleon - **VPRE**
Florife O. Urbiztondo, DPA - **CAO Admin.**
Camilo D. Malong, Jr., DBA - **CAO Finance**
Ms. Leorelie Kim D. Estrada - **SAO Finance**
Engr. Christopher Badayos - **SAO Admin.**
Project Management Unit
General Services Unit

DATE: December 9, 2024,

SUBJECT: **MEETING ON THE UPDATE AND STATUS OF EARLY PROCUREMENT
ACTIVITIES FOR INFRASTRUCTURE PROJECT IMPLEMENTATION**

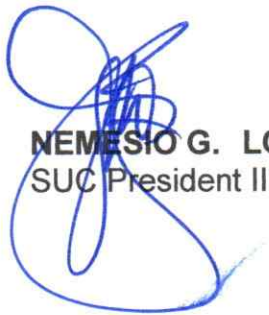
Greetings of peace and solidarity.

You are hereby enjoined to attend a meeting to discuss the update and status of early procurement activities for infrastructure project implementation on December 9, 2024, at 2:00 PM, at the University Board Room.

The meeting will address the progress of procurement activities, resolve issues, and develop actionable strategies for efficient project implementation.

Your full participation is required. Kindly make the necessary preparations to contribute effectively to the discussion.

For the grassroots and in the spirit of vibrant leadership,



NEMESIO G. LOAYON, PhD
SUC President III