



Republic of the Philippines  
**SOUTHERN LUZON STATE UNIVERSITY**  
Lucban, Quezon  
(042) 540-6519

## NOTICE TO PROCEED

**ARL SCHOOL AND OFFICE SUPPLIES TRADING**  
Tayabas City

Sir/Madam,

The attached **Purchase Order No. 2023-05-0136** are already approved so **NOTICE** is given to **ARL SCHOOL AND OFFICE SUPPLIES TRADING** for the purchase of **Supplies and Materials for Printshop & Printing Press** requested by **BAO** with **PR No. 2023-02-0551**. Upon receipt of this **Notice** you are responsible to deliver the item / service under the terms & conditions of the Purchase Order & Contract of Procurement.

Please acknowledge receipt & acceptance of this notice by signing both copies in the space provided below. Keep one copy and return the other to this Office.

Truly yours,

  
**DORACIE B. ZOLETA-NANTES, PH.D.**  
University President

I acknowledge receipt of this Notice on: JUN 14 2023

Name of the Representative of the Bidder: **ARL SCHOOL AND OFFICE SUPPLIES TRADING**

Authorized Signature: 